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Discipline

of the Church of the United Brethren in Christ

Including

Origin, Doctrine, and Constitution

1925—1929

Otterbein Press
United Brethren Publishing House
Dayton, Ohio
1925

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PART I

The Church

CHAPTER I

Origin of the United Brethren in Christ

In the eighteenth century it pleased the Lord our God to awaken persons in different parts of the world who should raise up the Christian religion from its fallen state and preach the gospel of Christ crucified in its purity.

About the middle of said century, the Lord, in mercy, remembered the Germans in America, who, living scattered in this extensive country, seldom had an opportunity to hear the gospel of a crucified Savior preached to them in their native language.

Among others, he raised up William Otterbein and Martin Boehm, in the State of Pennsylvania, and George A. Guething, in the State of Maryland, armed them with spirit, grace, and strength to labor in his neglected vineyard, and to call, among the Germans in America, sinners to repentance. These men obeyed the call of their Lord and Master. Their labors were blessed, and they established in many places excellent societies and led many precious souls to Jesus Christ. Their sphere of action spread more and more, so that they found it necessary to look about for more fellow-laborers to toil in the vineyard of the Lord; for the harvest was great and the laborers were few. The Lord called others, who were willing to devote their strength to his service. Such persons were accepted by one or another of the preachers as fellow-laborers.

The number of members in the society in different parts of the country continued to increase as time passed, and the gracious work of reformation spread through the States of Pennsylvania, Maryland, and Virginia. Several great meetings were appointed and held annually. On such occasions Otterbein wou'd hold particular conversations with the preachers then present, and represent to them the importance of the ministry and the necessity of their utmost endeavors to save souls. At one of these meetings it was resolved to hold a conference of all the preachers, in order to consider in what manner they might be most useful.

The first conference was held in the city of Baltimore, Maryland, in the year of our Lord 1789. The following preachers were present:

WILLIAM OTTERBEIN,	ADAM LEHMAN,
MARTIN BOEHM,	JOHN ERNST,
GEO. A. GUETHING,	HENRY WEIDNER,

CHRISTIAN NEWCOMER.

The second conference was held in Paradise Township, York County, Pennsylvania, at the house of BROTHER JOHN SPANGLER, in the year of our Lord 1791. The following preachers were present:

WILLIAM OTTERBEIN,	JOHN ERNST,
MARTIN BOEHM,	J. G. PFRIMMER,
GEO. A. GUETHING,	JOHN NEIDIG,
CHRISTIAN NEWCOMER,	BENEDICT SANDERS,

ADAM LEHMAN.

After mature deliberation as to how they might labor most usefully in the vineyard of the Lord, they again appointed as fellow-laborers such as they had come to believe had experienced true religion in their souls.

Meantime, the number of members continued to increase, and the preachers were obliged to appoint an annual conference, in order to unite themselves more closely and to labor more successfully in the vineyard of the Lord; for some had been Presbyterians or German Reformed, some Lutherans, and others Mennonites. They accordingly appointed a conference to be held on the 25th of September, 1800, in Frederick County, Maryland, at the house of BROTHER FREDERICK KEMP. The following preachers were present:

WILLIAM OTTERBEIN,	CHRISTIAN KRUM,
MARTIN BOEHM,	HENRY KRUM,
GEO. GUETHING,	JOHN HERSHEY,
CHRISTIAN NEWCOMER,	JACOB GEISINGER,
ADAM LEHMAN,	HENRY BOEHM,
ABRAHAM TROXEL,	DIETRICH AURAND,

J. G. PFRIMMER.

There they united themselves into a society which bears the name "UNITED BRETHREN IN CHRIST," and elected WILLIAM OTTERBEIN and MARTIN BOEHM as superintendents, or bishops, and agreed that each of them should have liberty as to the mode of baptism, to administer it according to his own convictions.

From this time, the society increasing still more and more, preachers were appointed to travel regularly, as the number of preaching-places could not otherwise be supplied. The work soon extended into the States of Ohio and Kentucky. It then became necessary to appoint a conference in the State of Ohio, because it was thought too laborious for the preachers who labored in those States to travel annually such a great distance to conference.

Meantime, MARTIN BOEHM and GEORGE A. GUETHING died, and BISHOP OTTERBEIN desired that another bishop should be elected (because infirmity and old age would not permit him to superintend any longer), who should take charge of the society, and preserve discipline and order. It was resolved at a former conference that whenever one of the bishops died another should be elected in his place. Accordingly, CHRISTIAN NEWCOMER was elected bishop, to take charge of and superintend the concerns of the society.

The want of a book of discipline in the society had long been deeply felt. Partial attempts to provide one had been made at different times. Hence it was resolved, at the conference held in the State of Ohio, that a General Conference should be held, in order to provide the same, in a manner not derogatory to the Word of God. The members of this conference were to be elected from among the preachers in the different parts of the country by a vote of the society in general. The following brethren were duly elected:

CHRISTIAN NEWCOMER,	DANIEL TROYER,
ABRAHAM HIESTAND,	GEORGE BENEDUM,
ANDREW ZELLER,	ABRAHAM TROXEL,
CHRISTIAN BERGER,	HENRY G. SPAYTH,
ABRAHAM MAYER,	I. NISWANDER,
JOHN SCHNEIDER,	CHRISTIAN KRUM,
HENRY KUMLER,	JACOB BOWLUS.

The conference convened on the 6th of June, 1815, near Mt. Pleasant, Westmoreland County, Pennsylvania. After mature deliberation, they presented to their brethren a Book of Discipline, containing the doctrine and rules of the Church, desiring that these, together with the Word of God, should be strictly observed, and admonishing the membership in the following manner:

God is a God of order; but where there is no order and

one to another with brotherly love; in honor preferring one another." Let the mind be in you which was in Christ, who took upon him the form of a servant, humbled himself, and became obedient unto death, even the death of the cross, that by his grace we may submit ourselves one to another in the fear of God. He who will not submit is in want of humble love. Jesus said, "Whosoever of you will be the chiefest, shall be servant of all." "By this shall all men know that ye are my disciples, if ye have love one to another." "He that loveth not his brother abideth in death." Let us walk in newness of life, that the prayer of our Lord may be answered in us; that we may be one in him, and that he may give us the glory which he gave to his disciples, that we may be one, even as he and the Father are one. Therefore, beloved brethren, let us strive to be like-minded, having the same love, being of one accord, of one mind. Let no one speak or think evil of his brother but pray God that he may grant us his spirit, and an earnest desire to lead a truly devoted life, to the honor and glory of his holy name. Amen.

EDITOR'S NOTE.—The foregoing account of the origin of the Church of the United Brethren in Christ appeared in the Discipline of 1815, the first Discipline published. The first translation of the Discipline into English appeared in 1819. The account of the origin of the Church, as given in this translation, is substantially the same as the account given in the German Discipline of 1815, with the exception that this translation includes, in addition to what is contained in the historical account given in that Discipline, an account of the earlier conferences of 1789 and 1791, and the names of the members of the conference of 1800. All later Disciplines give the historical sketch as found in the translation of 1819, which was made by those who were members of the General Conference of 1815. In consequence of the great historical value of this history of the origin of the Church, it is important that it should stand and be preserved just as its framers left it. The explanation for the statement that the conference of 1800 was held at Frederick Kemp's, while other authorities state that it was held at Peter Kemp's, is that the same place is meant, Peter Kemp being the son of Frederick Kemp, the son making a home for his father in the family homestead, which he later inherited. The present Discipline contains the Confession of Faith and the Constitution as amended according to the action of the General Conference of 1885, and approved and confirmed by the General Conference of 1889. The Confession of Faith appeared in its first printed form in 1815. The Constitution, in its earlier form, was adopted in 1841.

CHAPTER II

Confession of Faith

In the name of God, we declare and confess before all men the following articles of our belief:

Article I—Of God and the Holy Trinity.

We believe in the only true God, the Father, the Son, and the Holy Ghost; that these three are one—the Father in the Son, the Son in the Father, and the Holy Ghost equal in essence or being with the Father and the Son.

Article II—Of Creation and Providence.

We believe that this triune God created the heavens and the earth, and all that in them is, visible and invisible; that he sustains, protects, and governs these, with gracious regard for the welfare of man, to the glory of his name.

Article III—Of Jesus Christ.

We believe in Jesus Christ; that he is very God and man; that he became incarnate by the power of the Holy Ghost and was born of the Virgin Mary; that he is the Savior and Mediator of the whole human race, if they with full faith accept the grace proffered in Jesus; that this Jesus suffered and died on the cross for us, was buried, rose again on the third day, ascended into heaven, and sitteth on the right hand of God, to intercede for us; and that he will come again at the last day to judge the living and the dead.

Article IV—Of the Holy Ghost.

We believe in the Holy Ghost; that he is equal in being with the Father and the Son; that he convinces the world of sin, of righteousness, and of judgment; that he comforts the faithful and guides them into all truth.

Article V—Of the Holy Scriptures.

We believe that the Holy Bible, Old and New Testaments, is the word of God; that it reveals the only true way to our salvation; that every true Christian is bound to acknowledge and receive it by the help of the

practice.

Article VI—Of the Church.

We believe in a holy Christian church, composed of true believers, in which the word of God is preached by men divinely called, and the ordinances are duly administered; that this divine institution is for the maintenance of worship, for the edification of believers, and the conversion of the world to Christ.

Article VII—Of the Sacraments.

We believe that the sacraments, baptism and the Lord's Supper, are to be used in the Church, and should be practiced by all Christians; but the mode of baptism and the manner of observing the Lord's Supper are always to be left to the judgment and understanding of each individual. Also, the baptism of children shall be left to the judgment of believing parents.

The *example* of the washing of feet is to be left to the judgment of each one, to practice or not.

Article VIII—Of Depravity.

We believe that man is fallen from original righteousness, and, apart from the grace of our Lord Jesus Christ, is not only entirely destitute of holiness, but is inclined to evil, and only evil, and that continually; and that except a man be born again he cannot see the kingdom of heaven.

Article IX—Of Justification.

We believe that penitent sinners are justified before God only by faith in our Lord Jesus Christ, and not by works; yet that good works in Christ are acceptable to God, and spring out of a true and living faith.

Article X—Of Regeneration and Adoption.

We believe that regeneration is the renewal of the heart of man after the image of God, through the Word, by the act of the Holy Ghost, by which the believer receives the spirit of adoption, and is enabled to serve God with the will and the affections.

Article XI—Of Sanctification.

We believe that sanctification is the work of God's grace, through the Word and the Spirit, by which those

who have been born again are separated in their acts, words, and thoughts from sin, and are enabled to live unto God, and to follow holiness, without which no man shall see the Lord.

Article XII—Of the Christian Sabbath.

We believe that the Christian Sabbath is divinely appointed; that it is commemorative of our Lord's resurrection from the grave and is an emblem of our eternal rest; that it is essential to the welfare of the civil community, and to the permanence and growth of the Christian church, and that it should be reverently observed as a day of holy rest and of social and public worship.

Article XIII—Of the Future State.

We believe in the resurrection of the dead; the future general judgment; and an eternal state of rewards, in which the righteous dwell in endless life, and the wicked in endless punishment.

CHAPTER III

Constitution

In the name of God, we, the members of the Church of the United Brethren in Christ, for the work of the ministry, for the edifying of the body of Christ, for the more speedy and effectual spread of the gospel, and in order to produce and secure uniformity in faith and practice, to define the powers and business of the General Conference as recognized by this Church, and to preserve inviolate the popular will of the membership of the Church, do ordain this Constitution:

Article I

Section 1. All ecclesiastical power herein granted to enact or repeal any rule or rules of Discipline is vested in a General Conference which shall consist of elders and laymen elected in each annual-conference district throughout the Church. The number and ratio of elders and laymen, and the mode of their election, shall be determined by the General Conference.

Provided, however, That such elders shall have stood as elders in the conferences which they are to represent for no less time than three years next preceding the meeting of the General Conference to which they are elected; and that such laymen shall be not less than twenty-five years of age, and shall have been members of the Church six years, and members of the conference districts which they are to represent at least three years next preceding the meeting of the General Conference to which they are elected.

Sec. 2. The General Conference shall convene every four years, and a majority of the whole number of delegates elected shall constitute a quorum.

Sec. 3. The ministerial and lay delegates shall deliberate and vote together as one body; but the General Conference shall have power to provide for a vote by separate orders whenever it deems it best to do so; and in such cases the concurrent vote of both orders shall be necessary to complete an action.

SEC. 4. The General Conference shall at each session, elect bishops from among the elders throughout the Church who have stood six years in that capacity.

SEC. 5. The bishops shall be members *ex officio* and presiding officers of the General Conference; but in case no bishop be present, the Conference shall choose a president *pro tem.*

SEC. 6. The General Conference shall determine the number and boundaries of the annual conferences.

SEC. 7. The General Conference shall have power to review the records of the annual conferences and see that the business of each annual conference is done strictly in accordance with the Discipline, and approve or annul, as the case may require.

SEC. 8. The General Conference shall have full control of the United Brethren Printing Establishment, the Home Missionary Society and the Foreign Missionary Society (legal successors to the Home, Frontier, and Foreign Missionary Society of the United Brethren in Christ), the Church Erection Society, the general Sabbath School Board, the Board of Education, and the Bonebrake Theological Seminary. It shall also have power to establish and manage any other organization or institution within the Church which it may deem helpful in the work of evangelization.

SEC. 9. The General Conference shall have power to establish a court of appeals.

SEC. 10. The General Conference may—two-thirds of the members elected thereto concurring — propose changes in, or additions to the Confession of Faith; provided that the concurrence of three-fourths of the annual conferences shall be necessary to their final ratification.

Article II

The General Conference shall have power as provided in Article I, Section 1, of this Constitution, to make rules and regulations for the Church; nevertheless, it shall be subject to the following limitations and restrictions:

SECTION 1. The General Conference shall enact no rule or ordinance which will change or destroy the Confession of Faith, and shall establish no standard of doctrine contrary to the Confession of Faith.

SEC. 2. The General Conference shall enact no rule which will destroy the itinerant plan.

SEC. 3. The General Conference shall enact no rule which will deprive local preachers of their votes in the annual conferences to which they severally belong.

SEC. 4. The General Conference shall enact no rule which will abolish the right of appeal.

Article III

SECTION 1. We declare that all secret combinations which infringe upon the rights of those outside their organization and whose principles and practices are injurious to the Christian character of their members are contrary to the Word of God, and that Christians ought to have no connection with them.

The General Conference shall have power to enact such rules of discipline with respect to such combinations as in its judgment it may deem proper.

SEC. 2. We declare that human slavery is a violation of human rights and contrary to the Word of God. It shall therefore in no wise be tolerated among us.

Article IV

The right, title, interest, and claim of all property, both real and personal, of whatever name or description, obtained by purchase or otherwise, by any person or persons, for the use, benefit, and behoof of the Church of the United Brethren in Christ, are hereby fully recognized, and held to vest in the Church aforesaid.

Article V

SECTION 1. Amendments to this Constitution may be proposed by any General Conference—two-thirds of the members elected thereto concurring—which amendments shall be submitted to a vote of the membership throughout the Church, under regulations authorized by said conference.

A majority of all the votes cast upon any submitted amendment shall be necessary to its final ratification.

SEC. 2. The foregoing amended Constitution shall be in force from and after the first Monday after the second Thursday of May, 1889, upon official proclamation thereof by the board of bishops; provided that the General Conference elected for 1889 shall be the lawful legislative body under the amended Constitution, with full power, until its final adjournment to enact such rules as this amended Constitution authorizes.

PART II

Membership, Government, and Ministry

CHAPTER IV

MEMBERS.

SECTION I

RECEPTION OF MEMBERS

Uniting with the church is one of the important events in the life of any one. The applicant should be caused to see clearly what the step means, what responsibility and duties, as well as the inestimable privileges, such relation involves. The applicant should be seriously interviewed by the minister and the significance and the duties of church membership be made very clear.

(For the formula of reception see page 202.)

Membership Defined.

1. The members of the Church of the United Brethren in Christ consist of all those persons who have been received on profession of faith or by certificates of good standing from other recognized evangelical churches.

Committee on Applicants for Membership.

2. A local church may, whenever it is deemed advisable, appoint a committee on applicants for membership of which the pastor shall be the chairman. This committee shall make inquiry as to the advisability of admitting the applicants to membership. All persons recommended favorably by the committee shall be admitted to membership in the regular way.

Applicants from Other Churches.

3. When persons come to us with certificates of good standing in other recognized evangelical churches, they shall answer affirmatively the fourth and fifth questions asked of applicants for membership, and the hand of fellowship shall be given them as in other cases.

Seekers.

4. Persons giving evidence of sincerely seeking the Lord may be received under the watch-care of the Church by having their names placed upon the church record in a list denominated "Seekers," but shall not be reported as members, nor shall they have a vote in the church until they have been regularly received as members.

5. If any person thus received under the watch-care of the church shall cease to manifest a desire to seek the Lord, the pastor in charge, by the consent of the official board, after personal but unsuccessful labor for his salvation, may drop the name of the seeker.

Children.

6. We hold that pastors are authorized to baptize the children of Christian parents, parent, or other person sustaining such relationship, and to enroll them under the watch-care of the church. Such names shall be entered on a separate list and shall not be reported to annual conference as members. Whenever persons who have been received under the watch-care of the church have made a public decision for Christ they shall be received into membership of the church, in accordance with Chapter XXIX, Section I.

Pastor's Responsibility.

7. Any pastor refusing or neglecting to ask the questions required to be asked of applicants (see Chapter XXIX, Section I), except in the case of children, or who shall receive members into the church in violation of this order, shall be answerable for the same to the conference of which he is a member.

Section II

DUTIES OF MEMBERS.

Means of Grace.

1. Every member should endeavor to lead a godly life, observe the sacraments of God's house, be diligent in prayer, particularly in private, and for his own edification attend our prayer meetings, class meetings, and other meetings for public worship.

Family Piety.

2. Heads of families should pray with their families, morning and evening, and set before them a godly example in all the Christian virtues.

Love to Others.

3. Every one should strive to walk as in the presence of God, and accustom himself to a close communion with God in all his employments. He should never speak evil of his fellowmen, but practice love toward friend and foe, do good to the poor, and endeavor to be a follower of Jesus Christ indeed.

Sabbath Observance.

4. Every one shall keep the Sabbath day holy, as required in the Word of God; neither buy nor sell, but spend the same in exercises of devotion, in reading and hearing the Word of God and in singing spiritual hymns to the honor and glory of God.

Obedience to Government.

5. It is the duty of every member to lead a quiet, peaceable, and godly life among men; as it becomes a Christian to live in peace and be subject to the higher or ruling powers, as the Word of God requires.

Sunday School and Christian Endeavor Society.

6. Every member of our Church should encourage the development of the devotional life of the young people by cooperating with them in the work of the Sunday school and Christian Endeavor.

Christian Stewardship.

7. Members of the church should study and practice the principles of Christian stewardship, and in recognition of God's ownership devote at least a tithe of their income for the work of the Kingdom, and fulfill the conditions mentioned in Mal. 3:8 and 12, and Matt. 6:33 for enlarged blessings from God.

Support of the Gospel.

8. It is the duty of every member of the church to contribute for the support of the local church, and for the propagation of the Gospel at home and abroad

through the various benevolent agencies of the church. It is earnestly requested that all our people practice the Bible method of weekly giving: "Upon the first day of the week let each one of you lay by him in store, as he may prosper (I Cor. 16:2).

Receiving Ministers.

9. It is the duty of all districts, stations, circuits, and missions cheerfully to receive the pastors appointed by the stationing committees of the respective conferences.

Care of the Poor.

10. Every member of our Church should contribute willingly and freely as God has prospered him to the support of the helpless poor.

11. When it is known by any of our class-leaders that there are poor members of the class, who by sickness, accident, or other circumstances have been brought to want, it shall be the duty of the leader in charge to wait upon the class, or to appoint some one to do so, to ask such aid, money, clothing, or produce, as the circumstances may require. Should any one church be unable to relieve its poor, such fact shall be made known to the pastor, whose duty it shall be to inform the other churches on his charge; and if it should so happen that any one charge should be unable to meet the wants of the poor, it shall be the duty of the conference superintendent to present the matter to the quarterly conferences of the different charges, so that the unavoidable poor of our church may be provided for. (I John 3:17.)

Nonconformity to the World.

12. Inasmuch as the Lord has recommended us not to be conformed to this world (Rom. 12:2), but to put away all filthiness and overflowing of wickedness (Jas. 1:21), and as the principles of the Christian religion, as taught by both the precepts and example of the meek and adorable Savior, are in strict and perfect accordance with these commandments, we therefore humbly beseech and admonish the members of our Church to observe these divine precepts. "In like manner, that women adorn themselves in modest apparel, with shame-

fastness and sobriety; not with braided hair, and gold or pearls or costly raiment; but (which becometh women professing godliness) through good works" (I Tim. 2: 9, 10); and "whose adorning let it not be the outward adorning of braiding the hair, and of wearing jewels of gold, or of putting on apparel; but let it be the hidden man of the heart, in the incorruptible apparel of a meek and quiet spirit, which is in the sight of God of great price," (I Pet. 3:3, 4).

Necessity of Union Among Ourselves.

13. Let us be deeply sensible of the evil of a division in principle, spirit, or practice, and of its dreadful consequences to ourselves and others. If we are united, what can stand before us? If we are divided, we shall injure ourselves, the work of God, and the souls of men. Therefore,

(1) Let us be deeply convinced of the absolute necessity of union.

(2) Let us pray earnestly for one another, and speak truly and freely to one another.

(3) When we meet, let us not part without prayer, if prayer is at all practicable.

(4) Let us take great care not to despise one another's gifts.

(5) Let us never speak lightly of one another.

(6) Let us defend one another's character in everything, as far as is consistent with truth.

(7) Let us labor, in honor each preferring another before himself.

(8) Let us seriously examine the causes, evils, and cures of heart and church divisions.

Duty of Obedience.

14. The foregoing rules are drawn up for the better regulation of our Church, and we believe that they are founded upon the Word of God, and that their observance is incumbent upon all members. Should any violate or habitually neglect these rules, he shall be admonished to reformation by the class-leader, and should he not reform, he shall be dealt with according to Chapter IV, Section III, paragraph 3.

Section III

TRIAL OF MEMBERS.

Personal Trespass.

1. "If thy brother sin against thee, go, show him his fault between thee and him alone; if he hear thee, thou has gained thy brother. But if he hear thee not, take with thee one or two more, that at the mouth of two witnesses or three every word may be established. And if he refuse to hear them, tell it unto the church: and if he refuse to hear the church also, let him be unto thee as the Gentile and the publican," (Matt. 18:15-17); that is, he shall be expelled by the offical board.

Immoral Conduct.

2. Whenever a member is accused of immoral conduct, the official board shall appoint one or more persons to visit the accused, and if possible reclaim him; but if unsuccessful, and the guilt be denied, he shall be tried by a committee of said official board chosen by the parties concerned, with the pastor in charge as chairman; and, if found guilty, the accused shall be expelled unless satisfaction be given. If the accused refuses to choose his committeeman when properly notified, the quarterly conference shall choose a second person, and these two a third, which committee shall try the case and decide. Should any case arise where it would be expedient to choose a committee from some other church or churches than the one to which the parties belong it shall be lawful to do so. An elder may be chosen as chairman, should the pastor in charge deem this to be best. Should any member be dissatisfied with the decision, an appeal may be had to the quarterly conference, by giving notice thereof to the pastor in charge, or secretary of the committee. (See Chapter X, Section I.) In such cases, however, the same persons shall not sit in judgment on the same case.

Disobedience to the Order of the Church.

3. In cases of neglect of duty of any kind, imprudent conduct, indulging sinful tempers or words, or disobedience to the order and discipline of the Church: First, let private reproof be given by the pastor or leader; and if there be an acknowledgment of the fault,

proper humiliation, and a promise to reform, the person may be borne with. On a second offense, the pastor or leader shall take with him one or two faithful members. On a third offense, let the case be brought before the official board, or a select committee; and if there be no satisfactory humiliation, the offender shall be expelled by vote of the official board. In case the accused shall deny his guilt and demand a trial, and there be a reasonable doubt or question about his guilt, he shall be tried by a committee, and, if found guilty, he shall be expelled. In case of trial under this clause, the leader shall act in behalf of the local church; or, if the leader be the offender, the steward shall act as prosecutor.

Disputes.

4. Should a dispute arise between members or pastors, the pastor to whom it shall be known shall inquire into the circumstances of the case, and, if necessary, shall recommend to the contending parties a reference to a committee consisting of one arbiter chosen by the plaintiff, and another by the defendant, and a third by these two; then these three are to decide. But, if the pastor to whom the dispute is known shall refuse or neglect to act, then the quarterly conference shall appoint some one to carry out the rule; and, if either or both disputants refuse to choose an arbiter, the quarterly conference shall appoint the first and second, and these two a third, who shall hear the case and decide.

Right of Appeal.

5. Should either party be dissatisfied with the decision, an appeal may be taken to the next quarterly conference for a second arbitration, where each party shall choose two arbiters, and the four shall choose a fifth, a decision of a majority of whom shall be final. Any member refusing to abide by this decision shall be expelled without further trial. Members of the church or congregation who are present at a local church trial, but take no part in said trial, are not disqualified because of said presence from sitting on the case, if an appeal is taken from the decision reached by said church.

6. Any member refusing, in case of debt, or dispute, to refer the matter to arbitration when recommended to him by a preacher or leader, or who shall enter into lawsuit with another member before these measures are taken, shall be dealt with as in the case of other immoralities, except when the case is of such a nature as to require and justify a process at law, as in acting as administrators, or when a member is in danger, by delay, of suffering a loss of property. All cases of back salary shall be submitted to the quarterly conference for settlement; where the claim is disputed it shall be referred to a committee for arbitration.

Record of Trials.

7. A faithful record of the proceedings of any church trial conducted in a local church shall be kept by the church clerk, or someone selected to keep the record, in a book provided for that purpose; and it shall be his duty, in case of an appeal, to furnish his record to the quarterly conference.

Order in Trials.

8. All church trials shall be conducted in a consistent Christian manner, without the employment of magistrates and attorneys to administer oaths and conduct investigations.

SECTION IV

TRANSFER AND WITHDRAWAL OF MEMBERS.

Certificate of Transfer of Members.

1. Whenever a member of our Church removes from one charge to another, the pastor of the charge to which he goes shall obtain a certificate of transfer, by a majority vote of the official board of the local church of which he is a member, signed by the pastor, or if there be no pastor, by the class-leader, the certificate to be in the form of Chapter XXX, Section I, No. 2, of our Book of Discipline. Letters otherwise issued shall be invalid. Ministers shall be subject to all the provisions of the Discipline relating to the transfer of members.

Notice of Forwarding Certificate.

2. The pastor who issues a certificate of transfer as provided in the preceding section shall, if practicable,

forward such certificate, with proper notice and explanation to the pastor of the charge to which the member receiving the certificate shall remove. In case we have no church in the locality to which a member removes, the pastor shall report the name to the conference superintendent, or bishop, or home missionary secretary.

Notice of Reception of Member on Certificate.

3. When a pastor shall have received a member on a certificate of transfer, he shall notify the pastor, or class-leader, of the local church from which it was issued, and said pastor, or leader, shall enter on the church record opposite the name of the transferred member, the words, "Removed by certificate of transfer."

Certificate of Recommendation.

4. When a member of our Church shall remove from one of our pastoral charges to another, and shall make application to the pastor for a letter of recommendation by which he may unite either with one of our local churches or with another evangelical church, said member may be entitled to receive such certificate of recommendation by a majority vote of the membership, or official board, of the local church of which he is a member, signed by the pastor, or, if there is no pastor, by the class-leader; provided that the good standing of said member is evidenced by the settlement of all his church dues, subscriptions, and assessments, and by his observance of the rules of our church pertaining to the "Duties of Members" contained in Chapter IV, Section II, of our Discipline, said certificate to be in the form of Chapter XXX, Section I, No. 1, of our Discipline.

Limitation of Certificate.

5. A certificate issued to a member of our church, as provided in either of the preceding sections, must be presented to some local church, or returned to the church by which it was granted, within eighteen months; otherwise it becomes null and void.

Amenability of Certified Member.

6. A member receiving a certificate of transfer, or recommendation, shall remain a member of the local

7. Whenever a member moves from a charge and fails to report to the local church of which he is a member at least once every conference year, he may be marked "Removed from membership without certificate" after a period of two years.

Certificate of Withdrawal.

8. Whenever a member of our church desires to withdraw, and his Christian life has been good, and he has settled all his church dues, subscriptions, and other financial obligations he shall be entitled to a certificate of honorable withdrawal from the church by a majority vote of the official board of the local church of which he is a member, signed by the pastor, or, if there is no pastor, by the class-leader, said certificate to be in the form of Chapter XXX, Section I, No. 3, of our Discipline.

Membership of Ministers Required.

9. Every quarterly- and annual-conference minister is required to hold membership in some local United Brethren church and upon neglect or refusal to do so shall lose his official relation. Annual-conference ministers shall report yearly to the recording secretary of the annual conference the place of their church membership.

CHAPTER V

Government of the Church.

Section I

CHURCHES.

Local Church Organization.

1. A local congregation of the Church of the United Brethren in Christ may be organized, where not already established, by any regularly authorized minister or missionary of the denomination with the approval of the conference superintendent and council of administration, who shall enroll the names of not less than ten resident persons in a book of record, giving to each the right hand of fellowship, and causing a class-leader to be elected and appointing one or more class stewards. The organization of churches outside conference territory shall be under the direction of the Home Missionary Society.

Membership Record.

2. Each local congregation shall procure from the United Brethren Publishing House the regular church membership record, which shall be the property of the congregation. The pastor, or the church clerk, shall be the custodian of this record and shall record in it, in the order of their admission to membership, the names of the members of the congregation along with such personal data as such record may provide for. He shall be careful to see that every name is properly recorded, and that no member is at any time marked as having terminated or lost his membership, except by letter, transfer, or death, or as the result of disciplinary steps regularly taken.

Division Into Classes.

3. A local congregation may be divided into two or more classes if deemed proper to do so, by the official board. Near the close of the official year each class shall elect its leader. Whenever the congregation so decides, the leaders may be chosen by a vote of the entire membership. After such division the word "class" shall denote only a section of the local church.

financial interests of the local church and of the denomination, the membership of the local church may be arranged in groups or classes, with a leader for each group or class. The grouping may be by families, arranged geographically and numerically so as to be conveniently and effectively served by the leaders. Non-resident members should constitute a group to be reached by correspondence. The grouping and the appointing of leaders should be done by the pastor and a promotional committee. This committee, consisting of from three to seven members, should be elected by the official board at its last session for the year.

The promotional committee and membership-group leaders shall inform themselves about the work of the local church and of the denomination, and seek to develop the spiritual and social life of the church by visiting the members, holding group prayer meetings, distributing literature, studying stewardship and missions, and by such other means as the pastor and the promotional committee may suggest. The membership group should be especially helpful in evangelistic work.

Disbanding Churches.

5. Whenever a quarterly conference deems it impracticable to maintain the organization of a church in any place it shall instruct its representatives to present the matter to the annual conference for its consideration. In no case shall a quarterly conference disband a church without the consent of the annual conference. When a church is disbanded, the remaining members shall be transferred by the pastor to such church or churches as they may desire.

A Charge.

6. A charge shall consist of such appointment or appointments as the annual conference shall determine. A charge of one appointment is a station; a charge of two or more regular appointments is a circuit.

SECTION II

Official Board.

1. The business affairs of each local church shall be delegated to an official board, except as otherwise pro-

vided for by the Discipline. The membership of the official board shall consist of the pastor; the superintendent of the Sunday school and the presidents and treasurers of each local church organization; all properly recognized ministers, deaconesses and class leaders; the stewards, the church treasurer, the financial secretary, and the church and parsonage trustees. And, if deemed advisable, the church may elect not fewer than three nor more than nine of its members, at least eighteen years of age, to serve as members of the board. A quorum shall consist of the members present.

2. The pastor shall be the president of the board; in his absence one of the members shall be elected president *pro tempore*. The sessions shall begin and close with devotional exercises.

3. The official board shall elect a secretary who shall keep a full and complete record of all its proceedings.

4. The official board shall elect a financial secretary who shall keep a record of the members of the church together with the amounts they subscribe and contribute to the current expense budget and the benevolence budget. He shall receive from the steward or stewards the moneys paid in, and after recording the amounts shall transmit the same to the treasurer. He shall be a member *ex-officio* of the official board.

5. The official board shall elect a local church treasurer who shall receive all moneys of whatsoever nature from the general steward, financial secretary, and benevolence treasurer, and pay out the funds as directed by the official board. He shall also receive all special and general benevolence funds, including orphanages and homes, and charities, whether the same be collected by the pastor, Sunday school, Christian Endeavor or any other church department, and pay the same to the conference treasurer not later than the third day of each month. The treasurer shall keep a complete record of all financial transactions belonging to the local church, keeping separate accounts for each department; provided, however, that where it is deemed advisable a separate treasurer may be elected for benevolence funds, in which case he shall send such funds direct to the conference treasurer.

6. The official board shall receive statements of all subscriptions and moneys received and disbursed for

trusted with moneys or subscriptions, whether trustees, stewards, the treasurer, or others, shall report the same to the official board as soon as possible.

7. The official board shall appoint a finance committee consisting of not more than five members, one of whom shall be the financial secretary. This committee shall also serve during the year as an executive committee for the quarterly conference on all matters of finance. This committee shall, not less than thirty days before the close of the conference year, arrange a budget of the expenses for the church (or churches) for the coming year, which budget shall include all necessary local expenses as well as the benevolence budget as it shall be allocated by the annual conference. The committee shall also determine how these funds are to be secured.

8. The official board shall correct the church records, as provided in Chapter VII, Section II, paragraph 5, and shall be the body to grant transfers and dismissals from the church.

9. The official board on stations shall meet once a month, and on circuits at the call of the pastor.

10. The official board may appoint an executive council, of which the pastor shall be chairman, to act for the church in matters committed to it.

11. The official board, at its last regular meeting preceding the meeting of the annual conference, shall elect an auditing committee for the church, whose duty it shall be to audit annually the books of all treasurers and report its findings at the first regular meeting of the board following the annual conference.

Review by Quarterly Conference.

12. The acts of the official boards shall be reviewed by the quarterly conference.

Section III

CLASS-LEADERS.

Qualifications and Duties.

1. It shall be the duty of the class-leader to live a pious life and set a godly example before his class; to study carefully the Holy Scriptures, fully qualifying

himself for the faithful performance of his duties as a leader and counselor of his class.

Holding Meetings.

2. He shall meet his class in class-meeting or prayer-meeting as often as practicable, speak to them concerning their spiritual welfare, and exhort them to unity and love. He shall extend the freedom of our prayer- and class-meetings to all sincere and well-disposed persons who may desire to attend them.

Visiting the Sick and Delinquent.

3. Whenever any of the members of his class are sick, or delinquent in the performance of their duties, he shall visit them and labor with them as circumstances may require, or arrange for someone else to do so.

Class Record.

4. He shall keep a record of the class and shall make regular reports of his work and the condition of his class to the official board and quarterly conference.

Dismissal for Delinquency.

5. Any class-leader failing to discharge these duties may, on complaint, be removed by the official board.

Section IV

CLASS-STEWARDS.

1. Every local church shall have one or more class-stewards, to be chosen annually, within the last quarter of the conference year, by the church upon nomination of the pastor and official board. On circuits, there shall be a general steward chosen annua'ly by the quarterly conference.

2. Every member shall contribute weekly, through envelopes, to the local church and benevolence budget. It shall be the duty of the financial secretary to receive the envelopes, keep a correct record of names and amounts paid, and report the same to the official board monthly. He shall furnish each steward, at the end of each month, a list of the names of those who are delinquent in payment with statement of the amount due from each. The stewards shall then endeavor to secure prompt payment of any deficits.

contributions to the local budget shall conform to the weekly method as nearly as possible. The stewards shall keep an accurate account of the payments made by their respective lists of members, and shall report the same monthly to the financial secretary, who shall report to the quarterly conference.

3. Any member of the local church refusing to contribute toward the support of the church and benevolence budget shall be reported by the steward to the official board, and if, after having been visited by a committee, he still persists in his refusal, he may be suspended or expelled.

Elements for the Lord's Supper.

4. It shall also be the duty of the stewards to provide the elements for the sacrament of the Lord's Supper, always securing unfermented wine.

Dismissal for Delinquency.

5. For the faithful discharge of their duties the stewards shall be accountable to the quarterly conference which shall have power to dismiss them for official delinquency.

SECTION V

QUARTERLY CONFERENCE.

Members.

1. The members of the quarterly conference shall be the superintendent of the district and the members of the official board or boards of the church or churches of the charge. Such members as are present at any regular meeting shall constitute a quorum for the transaction of business.

For Stations.

2. For stations, the conference superintendent may designate and announce certain meetings of the official board as quarterly conference sessions; and all the business transacted shall be valid.

3. In the absence of the conference superintendent the quarterly conference shall elect a chairman *pro tem*, whose official acts shall be valid.

4. The quarterly conference shall elect a secretary, whose duty it shall be to keep a correct record of all its proceedings in a book provided for that purpose, in which the names of all the members composing the said conference shall be entered.

5. The quarterly conference shall make inquiry into the moral deportment and official character of all its members.

6. The quarterly conference shall enforce discipline in all the churches under its jurisdiction, but in no case may it disband a church unless the preliminary steps have been taken as required in Chapter V, Section I, paragraph 5.

7. The quarterly conference shall hear the reports of stewards, and make settlement with the pastor.

8. The quarterly conference shall be amenable to the annual conference for its official acts.

Appeals and Trials.

9. The quarterly conference shall receive and try all appeals, references, and complaints that may come regularly before it; but no member of quarterly conference can be suspended or expelled from the church prior to a committee trial.

Licensing Ministers.

10. The quarterly conference shall have power to grant license to preach according to the provisions of Chapter VI, Ministry of the Church.

Renewing Licenses.

11. The quarterly conference shall renew the license of quarterly-conference ministers and lay ministers annually, if they are found worthy.

Recommending to the Annual Conference.

12. The quarterly conference may recommend to the annual-conference licentiates of one or more years' standing, who have completed the course of study required.

General Stewards.

13. On circuits, the quarterly conference, at its last session in the year, shall elect by ballot a general steward for the charge, whose duty it shall be to assist the class-stewards in securing the local budget. He,

with two others appointed by the chairman, shall audit the class-stewards' reports.

Salary Contract.

14. The quarterly conference shall definitely determine what the pastor's salary shall be for the year. No contract made by the official board is valid until ratified by the quarterly conference.

Appeals.

15. In all cases of appeal, whether to the quarterly or annual conference, or to the court of appeals, the course prescribed in the chapter on Appeals is the proper one to be pursued.

Delegate to Annual Conference.

16. The quarterly conference shall elect by ballot, at its third or last session for the year, a lay delegate to the annual conference, a majority of all the votes cast being necessary to a choice; an alternate also shall be elected at the same time and in like manner. No unemployed minister, wife of a regularly appointed pastor, nor any one recommended to annual conference for license to preach, or who holds an annual conference license to preach, shall be eligible for election as delegate to the annual conference. Both the delegate and the alternate shall be over eighteen years of age, and members of the United Brethren in Christ not less than one year previous to their election.

Review Official Board.

17. The quarterly conference shall review all the acts of the official board. If they meet with the approval of the quarterly conference they are thus ratified.

Place of Meeting.

18. The quarterly conference shall determine its places of meeting.

Section VI

ANNUAL CONFERENCE.

Members.

1. The annual conference shall consist of all elders and licentiate ministers who shall have been duly received, and one lay delegate from each charge in the

conference, the lay delegates to possess the qualifications named in Section VI., par. 16, of this Chapter, and to be elected as therein specified.

Lay Delegates' Rights.

2. Lay delegates shall have all the rights and privileges of ministers in annual conference, except the right to vote upon the reception or expulsion of ministers, the passing of ministers in the course of study, and upon elder's orders.

Chairman Pro Tem.

3. In the absence of a bishop, it shall be the duty of the annual conference to elect a chairman *pro tempore*, whose official acts shall be valid.

Devotions.

4. Suitable devotional exercises, consisting of scripture reading, singing, and prayer, shall be held at the opening and closing of the conference sessions.

Secretaries.

5. The conference shall elect by ballot one or more recording and statistical secretaries.

It shall be the duty of the recording secretary or secretaries to keep a full and complete record of all proceedings of the conference in a book provided specifically for that purpose; and shall, unless otherwise provided for, edit the minutes of the conference proceedings for publication.

It shall be the duty of the statistical secretary or secretaries to make a correct transcript of all the statistical reports submitted to the conference by the pastors, and immediately after the adjournment of the conference transmit to the publishing agent at Dayton, Ohio, and to the bishop of the district, a true and correct copy of all the footings of the conference chart.

Treasurer.

6. The conference shall elect by ballot a treasurer, who shall receive all funds of the conference, including all special and general benevolence funds and charities, and shall forward the same to the general church treasurer at Dayton, Ohio, on the fifth day of each month, less such amount as the Board of Administration may

terests, provided that in the case of orphanages and homes, or in case of explicit directions by the donors, the treasurer is hereby authorized to send such moneys direct to the treasurer of such organization or charity. The conference claims or conference benevolences shall be disbursed by the treasurer on order of the conference. He shall keep an accurate account of all his receipts and disbursements, keeping separate accounts for different funds, and shall make a detailed, itemized report of every such account to the annual conference. The treasurer's book shall be the property of the conference. The treasurer shall be required to give bond for the faithful performance of his duty, the amount of the bond to be fixed by the conference. He shall receive such compensation as the conference may determine. In case of a vacancy in the treasurer's office, it shall be filled by the conference superintendent.

Examinations.

7. All ministers shall report in person or by letter, and may be examined respecting their deportment toward their fellow-men, whether their conduct in life be blameless, and whether they employ as much time as practicable in promoting the kingdom of God (Titus 1: 7-9 and II Timothy 2:15). If found delinquent they shall be admonished or advised, as the case may require. Should all admonition or advice fail, then the name of the delinquent person shall be erased from the roll of the conference.

Absentees.

8. Should any member of the annual conference absent himself from the session of conference three years in succession without giving a satisfactory reason for so doing, his name may be erased from the roll of the conference.

Authority of the Annual Conference.

9. An annual conference may adopt rules for its own government not in conflict with the Discipline of the Church.

Business Sheet.

10. The annual conference shall transact its business according to a business sheet prepared by the board of bishops.

Conference District Organization.

11. For the successful promotion of the work undertaken by the annual conference, the charges in the conference shall be arranged into districts, each with a district leader. The districts and the names of the leaders should be announced in connection with the report of the stationing committee. Meetings or rallies should be held statedly as arranged by the conference superintendent. These meetings should include the pastors, the lay delegates who served at the preceding annual conference, at least one layman appointed from each local church, and as many members of the churches as possible.

Judicial Committee.

12. The annual conference shall elect a judicial committee, consisting of five elders who shall sit in judgment in all such cases as are referred to in Chapter VI, Section X. They shall serve for three years, one to be elected each year.

Section VII

GENERAL CONFERENCE.

Members.

1. (See Constitution, Article I, Section I.)

Conference Representation.

2. The annual conferences shall be represented in the General Conference according to the following ratios:

All conferences having less than three thousand members shall be entitled to two delegates, one ministerial and one lay; three thousand and less than eight thousand, two ministerial and two lay; eight thousand and less than thirteen thousand, three ministerial and three lay; thirteen thousand and less than eighteen thousand, four ministerial and four lay; eighteen thousand and less than twenty-three thousand, five ministerial and five lay; the same ratio to be continued through conferences having larger numbers.

All general officers elected by the General Conference shall be advisory delegates at large.

The number of delegates from foreign mission conferences, not in excess of the above ratios, and the manner of their election shall be determined by the Foreign Mission board.

Bishops' Announcement.

3. The board of bishops shall as early as possible announce the number of delegates to which each conference shall be entitled, as appearing from the statistics of the annual conferences at the end of the third year of the quadrennial term; provided, however, that at the following annual conference, should it be found, after the statistical secretary has made his report, that the number of members in the conference at that time would change the number of delegates to which the conference is entitled, the presiding bishop shall so announce to the conference, and the conference shall nominate the number of delegates indicated by the membership at that time.

Nomination of Delegates.

4. It shall be the duty of the ministerial members of each annual conference at the session next preceding the election for delegates to General Conference, apart from the lay delegates, to nominate by ballot three times the number of ministerial delegates to be elected. It shall also be the duty of the lay delegates, in separate convention, to nominate by ballot three times the number of lay delegates to be elected. The nomination to be made from a list containing at least three times the number to be nominated, the list to be determined in any way the lay delegates may decide. In both cases it shall require a majority of all the ballots cast to effect a nomination, and no ballot shall be counted which has more or less names voted for than the required number of persons to be nominated. This provision shall not be construed as depriving members of the right to vote, if desirous of doing so, for other ministers and laymen who are eligible. Should more than the required number receive a majority of votes for nomination other ballots shall be taken until the required number is chosen.

Annual-Conference Tellers.

5. Each annual conference shall appoint a committee of three as a board of tellers and three as alternates, to

receive and publicly count the votes, and issue certificates of election to those receiving the highest number of votes. It shall be the duty of the board of tellers to meet before the month of November and appoint one of their number secretary, and to said secretary all returns of boards of election shall be made. The said secretary shall retain under lock and key all such reports until the official count is made.

List of Nominees and Blanks.

6. The annual conference shall furnish, through its recording secretary, to each pastor in charge of a field of labor a list of all the ministers and laymen nominated. It shall be the duty of each conference superintendent to have printed in convenient form, and deliver in due time to each pastor, printed ballots containing the name of all nominees, with their postoffice addresses, for use in the election of delegates. He shall also furnish to each pastor in charge on his district blank bills of election, which shall be distributed by the pastors to their respective boards of election.

Boards of Election.

7. The leaders and stewards of each local church shall constitute a board of election, to which the pastor shall furnish a copy of the list of persons nominated. The election shall be held invariably between November 15 and December 15 next preceding the sitting of the General Conference.

8. It shall be the duty of the board of election of each local church to announce publicly, at least one week before the election, a meeting of the members of said church for the purpose of casting their ballots for delegates to represent them in the General Conference. All members of the church twelve years of age and over shall be entitled to vote. No ballot shall be counted that has more or less names voted for than the required number of persons to be elected.

Absent Voters.

9. Members incapacitated by age, affliction, nonresidence, or other unavoidable circumstances, and pastors absent on their charges, may send their ballots containing the names of their choice, with their own names signed on the back of their ballots; provided,

day appointed for such election.

Election Returns.

10. Each board of election shall immediately make up the bill of election, sign, enclose, and seal it, and transmit it to the secretary of the board of tellers appointed by the annual conference, stating what church, circuit, mission, or station the vote represents. It shall also keep a correct copy of the bill sent to the tellers; also a list of the names of all members voting, and also the ballots used in voting, until after the adjournment of the General Conference, when they may be destroyed.

Pastors and Election Forms.

11. Pastors shall be required to see that forms for the election of delegates are properly filled out and the returns of their charges sent in; they shall be held amenable to the annual conference for the discharge of this duty.

Canvassing and Publication of Returns.

12. The annual conference board of tellers, not later than the third week in January shall prepare a list of all persons voted for, and of the number of votes for each; and should any two or more of the candidates have an equal number of votes, the tellers shall determine, by lot, which is elected. The board shall forward, by the twenty-fifth of January, to the editor of the Religious Telescope for publication, the names and post-office addresses of those elected. It shall also transmit to the publishing agent, at Dayton, Ohio, a complete list of all persons voted for and the number of votes cast for each, which record he shall furnish to the ensuing General Conference. If any one of those elected should be prevented from attending, by death, sickness, or otherwise, it shall be the duty of the tellers or secretary of the General Conference to notify the next highest on the bill of election to take his place; other vacancies shall be filled in like manner, descending, if need be, to the last candidate. No bills of election received by the tellers after the fifteenth of January shall be counted.

Contests.

13. In case of the contest for the seat of any delegate reported elected to the General Conference by the board of tellers of his conference, the secretary of the conference shall give notice to the contestee in writing, forty days before the sitting of the General Conference, in which charges and specifications shall be plainly stated. Any person failing to give such notice shall forfeit his right to contest in the General Conference.

Location and Entertainment of General Conference.

14. Arrangements for the place and entertainment of the General Conference, if not determined at its session, or if satisfactory arrangements for the entertainment and care of the delegates and visitors and the proper expenses for the General Conference be not provided, shall be referred with full power to act to the agent and board of trustees of the printing establishment.

General Conference Expense Fund.

15. Said board shall estimate the amount required for the expenses of the General Conference, including board and traveling expenses of delegates and bishops, and shall report the same to the Board of Administration, who shall provide the expense funds in such a manner as seems best.

Delegates Expenses.

16. This money shall be known as the General Conference expense fund, and shall be distributed among the delegates and bishops in proportion to their traveling expenses by the most direct route to and from the seat of the General Conference, and shall include their board and lodging during the sessions of the conference.

Examination of Annual Conferences.

17. The General Conference may examine the administration of each annual conference, whether it has strictly observed the rules and preserved the moral and doctrinal principles of the Discipline in all its transactions.

Election of Officers.

18. In the election of all the officers of the General Conference, a majority of all the votes cast shall be necessary to a choice.

19. Whenever it is deemed advisable, the General Conference may elect a bishop to the emeritus relation, provided that he has reached his sixty-fifth birthday (or earlier on account of disability, at the discretion of the General Conference), and has served as an active bishop for three or more successive quadrenniums. A bishop emeritus shall be an advisory member of the board of bishops, and an *ex officio* member of the General Conference.

Boards of Trustees.

20. The trustees of the general church boards shall be divided into two equal classes, elected at alternate General Conferences for a term of eight years. In case of an odd number of trustees, the two classes shall be as nearly equal as possible. The members of these classes shall be composed as nearly as possible of an equal number of ministers and laymen.

Vacancies in Boards.

21. If the board of trustees of any of our church institutions shall, on account of removals or otherwise, at any time not have the number of members required by the charter of such institutions to be selected from a particular State, said board shall be authorized to supply said deficiency by the selection of additional trustees.

Vacancies in Secretaryships.

22. In the event of a vacancy in any of the secretaryships constituted by the General Conference, the board of that department shall fill the place. Should a vacancy occur in any General Conference position where no board is empowered to fill the place, such authority shall be vested in the Board of Administration.

Beginning of Quadrennium.

23. The quadrennium shall begin July 1, following the adjournment of the General Conference, and the tenure of office of all general officers, secretaries, and members of boards shall take effect upon that date.

CHAPTER VI

Ministry of the Church.

Section I

LAY MINISTERS.

How Licensed.

1. Any person desiring license as a lay preacher shall obtain from the church of which he is a member, by a two-thirds vote of the members present at any regular meeting of the congregation, a recommendation in writing signed by the leader or pastor in charge to the quarterly conference of the charge to which he belongs, which may license him after a satisfactory examination by the conference superintendent on the doctrine and discipline of our Church. Lay ministers shall be members of and amenable to the quarterly conference where they reside, and their licenses shall be subject to annual renewal.

Duties of Lay Ministers.

2. Lay ministers shall work under the direction of the quarterly conference, or they may be recommended to the annual conference for endorsement or for orders to serve the church as the conference may direct, either as pastors or evangelists. They may read portions of the Holy Scriptures, preaching and exhorting therefrom; give Bible readings; encourage Christians to cleave with purpose of heart to the Lord; and urge sinners to flee from the wrath to come. Lay ministers may but are not required to pursue the course of study prescribed for the ministry of the church.

Section II

QUARTERLY-CONFERENCE MINISTERS.

How Licensed.

1. Any person desiring a license to preach shall obtain from the class of which he is a member, by a two-thirds vote of the members present at any regular meeting of the congregation, a recommendation in

longs; provided, however, that no one shall be given license to preach who has not passed the teacher-training course, or its full equivalent, and whose educational attainments are not equivalent to the completion of a public school course half way through the standard high-school grade, or to the completion of half the standard academy course necessary to entering the freshman class of a standard college except in extraordinary cases, such cases to be referred to the quarterly conference for final decision. The candidate shall express his purpose to make the ministry his life work, and give satisfactory evidence of his call, religious experience, soundness of doctrine, and attachment to the church and its government.

2. The person making application shall be examined by the quarterly conference, and the following questions shall be asked by the chairman:

(1) Do you believe our Confession of Faith as set forth in our book of Discipline?

(2) Have you now peace with God through our Lord Jesus Christ?

(3) What is your motive in desiring permission to preach the gospel?

(4) Are you satisfied with our Church government?

(5) Will you submit yourself to the counsel of your brethren?

(6) What is your knowledge of depravity, of redemption, of faith, of repentance, of justification, of regeneration, and of sanctification?

(7) What is your educational preparation for the work of the ministry?

3. It shall be the privilege of the chairman or any other member of the quarterly conference to ask any other question or questions that may be deemed necessary.

4. Persons divorced, except on scriptural grounds, shall not be granted license.

5. No person who uses tobacco in any form shall be granted a license to preach.

6. When a minister from another church comes to us with a certificate of good standing in the church in which he has held membership, and gives satisfaction

to the quarterly conference concerning his agreement on the doctrines, discipline, government, and usages of our Church, the quarterly conference may receive him.

Course of Study.

7. A quarterly conference minister is required to pursue the course of study prescribed in our book of Discipline, and shall be examined by the conference superintendent, at any convenient time during the year.

Renewal of License.

8. The license of a quarterly-conference minister is subject to renewal annually, at the discretion of the quarterly conference; provided, however, that, when the course of study required has been taken, he shall be excused from further examination, and shall hold his license subject to the discretion of the quarterly conference.

Recommendation to Annual Conference.

9. After a quarterly-conference minister has stood in that relation at least one conference year, or longer at the discretion of the quarterly conference, it may recommend him to the annual conference provided he has completed the prescribed quarterly-conference course of study and if not received he shall sustain his former relation. The recommendation shall be signed by the secretary of the quarterly conference and the conference superintendent.

SECTION III

ANNUAL-CONFERENCE MINISTERS.

How Received.

1. Any person recommended as a minister shall be examined by the annual conference, or a select committee thereof, and the following questions shall be asked him:

Minister's Examination.

2. (1) Have you known God in Christ Jesus to be a sin-pardoning God?

(2) Have you now peace with God, and is the love of God shed abroad in your heart by the Holy Spirit?

tion?

(4) What foundation have you for such belief?

(5) Are you endeavoring by the grace of God to live a holy life?

(6) What is your motive for desiring permission to preach the gospel?

(7) Do you believe that man, apart from the grace of our Lord Jesus Christ, is fallen from original righteousness, and is not only entirely destitute of holiness, but is inclined to evil, and only evil, and that continually; and that except a man be born again he cannot enter into the kingdom of God?

(8) What is your knowledge of redemption, of faith, of repentance, justification, regeneration, and sanctification?

(9) Does your own salvation, and the salvation of your fellow men, lie nearer to your heart than all other things in the world?

(10) Will you subject yourself to the counsel of your brethren in the Lord?

(11) Are you satisfied with our church government?

(12) Are you willing, as much as is in your power, to assist in upholding our itinerant plan?

Educational Requirements.

3. (1) Educational attainments equivalent to the completion of a standard academy or a standard high-school course of four years are required for admission to the annual conference. (2) The foregoing, in addition to the completion of the quarterly- and annual-conference courses of study, are required for ordination. (3) The ideal preparation for effective work in the ministry is a full college course, followed by a theological course, to which standard we earnestly urge our young ministers to aspire.

Qualifications of Applicants.

4. No one shall be admitted to the annual conference without having a recommendation from the quarterly conference and then shall be received on probation only. No one shall be admitted who has not met the educational requirements.

5. Persons divorced, except on scriptural grounds, shall not be granted license to preach.

6. No person shall be granted license to preach the gospel who uses tobacco in any form. The license of any preacher who uses tobacco, may, upon proper evidence, be revoked by the annual conference.

Exemption from Examination.

7. Any person pursuing the quarterly-conference or annual-conference course of study, who presents a certificate stating that he has completed studies contained in the course or courses at any of our schools, or at schools whose standard of excellence is acceptable to the examining committee, shall be excused from further examination in such branches.

Sacraments and Unordained Ministers.

8. Unordained annual conference ministers who are engaged in the active work of the ministry and who are regularly and industriously pursuing their studies, may in cases of extreme necessity, be permitted by their annual conference to administer the sacraments and perform such other duties as belong to the Christian ministry. Such permission may be granted from year to year by the annual conference in the form of a resolution. Such resolution shall contain the names of all persons to whom such privileges are granted.

An Expelled Minister.

9. Whenever a minister or elder has been expelled, or withdraws, from an annual conference, he shall not be received into another conference without the consent of the conference with which he was formerly connected.

10. Whenever an annual-conference minister has been deprived of his credentials of ordination by expulsion or otherwise, it shall be the duty of the bishop who presided over his conference to require them of him and to have them filed with the papers of the conference of which he is a member.

Minister's Transfer.

11. A minister or elder who has served in the bounds of an annual conference other than the one to which he belongs for two years, shall be required to ob-

tain a transfer from the conference to which he belongs and unite with the conference in whose bounds he labors, or to return to his own conference for work; provided, that presidents and professors of schools and colleges, students in our institutions of learning and others engaged in general church work, shall be exempt from this requirement.

12. A minister removing from one conference to another shall apply to his annual conference for a transfer, and if he is in good standing in his conference, the conference may, by majority vote, authorize the issuance of a transfer, to be signed by the Bishop and secretary, to the conference which he wishes to join, and upon presentation of said transfer to the proposed conference, he may, by vote of conference, be admitted to membership in the same.

13. A minister applying for work to a conference other than that to which he belongs, shall be required to present a certificate of good standing to date, and no conference shall employ any such minister without such certificate.

Limit of Transfer.

14. A minister who receives a transfer is required to present said transfer to another conference, or to return it to the conference by which it was issued, within two years after its date. If not so presented or returned, the transfer shall be null and void, and it shall be published that said minister no longer has ministerial standing in our church.

Accountability of Transferred Ministers.

15. Any minister receiving a transfer shall be a member of the quarterly conference in whose bounds he may reside, and shall also be accountable for his moral and official conduct to the annual conference granting said transfer, until his transfer be received by the conference to which he has been transferred.

Section IV

RECEPTION OF MINISTERS FROM OTHER CHURCHES.

1. Whenever a minister from another church comes to us with a certificate of good standing from the church in which he has held membership, or with a

transfer from a conference, presbytery, or synod, and gives satisfaction to the annual conference concerning his agreement on the doctrines, discipline, government, and usages of our church, the conference may receive him, provided he comes with the same educational qualifications required of the ministers of our own denomination. If he be an ordained elder he must pass the examination required of candidates for elders' orders, but he may be exempt from reordination.

Certificate of Reception.

2. When an ordained minister has been received from another church, he shall be furnished with a certificate signed by the bishop of the conference with which he unites; said certificate to be according to the form given in Chapter XXX, Section II, paragraph 9.

Section V

CLASSIFICATION OF THE MINISTRY.

Classes.

1. The ministry of the church shall be classified as follows: First, as to standing: Quarterly conference ministers, licentiates, and elders. Second, as to service: Itinerants and inactives.

Quarterly Conference Ministers.

2. Quarterly conference ministers are those who have been licensed according to Section II, paragraph 1, of this chapter.

Licentiates.

3. Licentiates are ministers who have received annual conference license to preach, but have not yet been ordained.

Elders.

4. Elders are ministers who have been ordained according to the provisions of Section VI of this chapter.

Itinerants.

5. Itinerants are ministers (licentiates or elders) who have labored under the supervision of the conference superintendent for two years, and have been ad-

the annual conference.

Inactives.

6. Inactives are ministers who are not actively engaged in the work of the ministry. They may be local or retired.

(1) A local minister is one who for any reason is not employed in the active work of the ministry.

(2) A retired minister is one who because of age or other disability is not engaged in the active work of the ministry.

How Classified.

7. The ministerial members of the annual conference shall determine to which of the foregoing classes each shall belong.

8. Local and retired relations shall be duly recognized as proper disciplinary relations and may be secured by any minister having a just claim thereto, by a two-thirds vote of the ministerial membership of the conference. If a minister who has been received into the itinerancy shall withdraw from the active work of the ministry without giving a satisfactory reason to the annual conference of which he is a member, or shall cease to engage in the active ministerial work of the church for a period of three years, he shall be classified by a two-thirds vote of the ministerial membership of the conference as a local elder or licentiate and shall not be entitled to any support from the pension funds belonging to said conference. And furthermore, he shall not re-enter the itinerancy of the church without the consent of at least two-thirds of the ministerial membership of the conference.

9. Should an itinerant leave in an irregular way the work assigned him, he shall forfeit his standing as an itinerant and shall surrender his credentials and shall not be entitled to support from the benevolent funds of the church.

10. No minister shall be recognized as an evangelist at large unless he is authorized by the annual conference to which he belongs and by the general board having supervision of the work of evangelism. He shall report his work annually to the annual conference.

SECTION VI

ELDERS.

1. A licentiate minister may be presented to the annual conference for elder's orders when he has completed the regular course of study in the Bonebrake Theological Seminary or any other standard seminary, or upon the completion of the course of study prescribed in Chapter IX, Section II, of our book of Discipline; whereupon the bishop shall propose to the conference the following questions:

Questions Regarding a Candidate.

2. (1) Is his business life known to be honest and honorable?

(2) Is he blameless touching the marriage state?

(3) Is his deportment in the social circle marked with watchful sobriety?

(4) Is he hospitable toward the afflicted and needy?

(5) Is he faithful in the public ministration of God's word, and diligent in reading and study?

(6) Is his household subject to rules of piety?

Committee Examination.

3. Should the foregoing questions be answered in the affirmative, a committee of three or five elders shall be appointed, before whom the candidate shall appear and pass an examination on the subjects suggested by the following questions:

4. (1) What are your reasons for believing the Bible to be the word of God?

(2) What proofs can you give of the fall of man by transgression?

(3) What evidences can you give of the redemption of man by Jesus Christ?

(4) Do you believe in the deity of Jesus Christ?

(5) What foundation have you for such a belief?

(6) Do you believe in the Holy Ghost as presented in our Confession of Faith?

(7) Upon what evidence do you believe this?

(8) Do you believe the doctrine of the future state as set forth in our Confession of Faith?

5. The committee shall have the right to propose any question touching the answers given, if said answers should be unsatisfactory. It shall also be the duty of the committee to prepare, sign, and deliver to the conference a report of each case which may have been before it.

Ordination of Licentiates.

6. Any licentiate who has completed the full course of study in the Bonebrake Theological Seminary, or other similar institution accredited by the same, or who has completed satisfactorily the course of study and preparation prescribed in the Discipline for the exercise of the full function of the ministry, shall be given ordination by any one of our bishops at an annual conference, or at such other time and place as circumstances and needs may require, provided that such candidate shall have been elected to elder's orders by a majority vote of the elders attendant upon any regular or called session of the annual conference of which the candidate is a member.

Functions of an Elder.

7. The functions of an elder are to preach the gospel, to administer the sacraments of baptism and the Lord's Supper, to solemnize marriages, to perform all parts of divine service, and to be an example to others by himself following the Savior's example; and in a very special manner it shall be the duty of an elder to cherish and encourage young ministers, and always to be looking for those whom God has called to preach, encouraging them in making the fullest possible preparation for the work of the gospel ministry.

Section VII

CONFERENCE SUPERINTENDENTS.

Their Election.

1. Every annual conference shall have one or more superintendents who shall be elected annually by ballot, from among the elders of the conference who have stood in such relation at least five years prior to the time of this election; provided, however, that this

clause shall not be so construed as to prevent the boards of home missions and foreign missions from appointing superintendents to mission conference districts. A majority of all votes cast shall be necessary to an election.

Council of Administration.

2. Each annual conference shall elect or appoint an advisory board, to be known as the council of administration, whose duty it shall be to meet with the conference superintendent or superintendents quarterly, and review the work and administration of the pastors and advise with the superintendent or superintendents concerning all the administrative work of the conference. The bishop of the district, and the conference superintendent or superintendents, shall be members *ex officio* of the council of administration.

Pastors are required to report to the quarterly meeting of the council the condition of the local church work, the progress in annual conference and general church programs, and such other matters as may be requested by the council.

Blank Reports.

3. For the use of the conference superintendents and councils of administration a uniform system of blanks shall be prepared for quarterly reports of pastors.

Report to the Bishop.

4. The conference superintendent shall submit a quarterly report to the bishop of his conference, giving an exhibit of the work of the quarter by charges, alphabetically arranged, together with such other matters of interest as will enable the bishop to give the best possible oversight to all the activities of the church throughout his district.

Support of Conference Superintendent.

5. It shall be the duty of the several annual conferences to make such regulations for the support of the superintendents as they think best.

Duties of Conference Superintendent.

6. (1) The conference superintendent shall preach whenever practicable, give careful attention to the ad-

to the young and inexperienced pastors so as to enable them by careful counseling to become efficient in the work, and look after all of the general interests of the denomination.

(2) He shall prepare a list of quarterly conferences and attend them whenever practicable. He shall counsel with his pastors faithfully and offer them every assistance within his power. He may call extra sessions of the quarterly conference.

(3) The conference superintendent shall earnestly endeavor to arouse the membership of the church to a more uniform performance of their duties as to a minimum salary for ordained ministers of twelve hundred dollars and parsonage on each charge, and shall suggest the most practicable means for securing same.

(4) The conference superintendent shall direct the attention of the quarterly conference to all the general interests of the denomination—church erection, home and foreign missions, Christian Endeavor, the Sunday school and colleges and seminary.

(5) At the last quarterly conference of each year, the conference superintendent shall examine the boards of trustees of church-houses and parsonages as to their having procured articles of incorporation according to the laws of the State and the regulations of the church, and shall give such instructions as may be necessary.

(6) Each superintendent shall submit a report of his district in writing to the annual conference. He shall inquire diligently into the condition of all church membership records in his district, and report to the annual conference all pastors who fail to procure and keep said church membership records as provided for in Chapter VII, Section II, paragraph 16.

(7) Should it become desirable to exchange the pastors of two charges in a conference, the superintendent may, in conjunction with two elders, preachers, or class-leaders (one from each charge), exchange said pastors.

(8) The superintendent may, in conjunction with the quarterly conference, dismiss a pastor from his charge for inefficiency or neglect of duty.

(9) It shall be his duty, in consultation or correspondence with the bishop of his district, to fill all vacancies in the pastorates of the conference.

(10) Where churches do not have pastoral supervision during a conference year, or the closing months of a year, it shall be the duty of the conference superintendent to exercise oversight of such churches, and to make report of the same to the annual conference.

Vacancies.

7. Should any conference, through death, resignation, or otherwise, be without a superintendent, information shall immediately be given to the bishop, who shall appoint a superintendent in said district until the ensuing annual conference.

SECTION VIII

BISHOPS.

Election of Bishops.

1. Bishops of the church shall be elected every four years by the General Conference.

Salaries of Bishops.

2. The General Conference shall fix the salaries of the bishops, which shall be included in the general budget of the denomination.

Districts of Bishops.

3. The assignment of bishops to their respective districts shall be made by a committee of three from each district, to be chosen by the delegates of the district assembled for that purpose. Each bishop shall reside within the bounds of the district to which he is assigned. This item shall not apply to the bishop of a foreign district.

Duties of Bishops.

4. (1) The bishops of the church shall preside over the General and annual conferences, fix and announce the dates of the annual conferences, and have general supervision and direction of the varied interests and institutions of the denomination. They shall also seek to promote unity and continuity in the administrative activities of superintendents and pastors throughout the church, and see to it that all the provisions of the Discipline are faithfully observed; they shall report annually in the church periodicals the condition and progress of the church in their respective districts, and make

shall also deliver suitable sermons and addresses to their respective annual conferences.

(2) They shall present the interests of the homes and orphanages to the respective annual conferences cooperating, and urge a free-will offering at Christmas, or some other suitable time, each year, and encourage solicitations of funds within the bounds of their districts.

Bishop Emeritus.

(3) A bishop emeritus, though unassigned to any district, shall remain qualified to perform such acts of a bishop in active service, as, by agreement, may be desirable and possible. In so far as his strength shall make it practicable he shall devote himself to the general interests of the church and the kingdom of God. Because of his emeritus relation he shall be relieved from active service on all the church boards.

The Board of Bishops.

5. The active bishops shall meet at least once annually for a period of at least two successive days to review the work of all areas and departments of the church, and shall make such recommendations as they deem wise and necessary to the various conferences, departments, and institutions of the denomination. At such meetings they shall decide such questions of church law and discipline as are brought to their attention. They shall have authority to appoint special days to be observed in the interest of worthy causes.

Quadrennial Address.

6. They shall present a quadrennial address to the General Conference with such a review of the work and achievements of the church during the quadrennium, and with such recommendations, as they may deem expedient and helpful to the church.

Superintendents' Association.

7. The bishop of any district may call together annually the superintendents of his district, at some suitable place, for the purpose of consultation and planning for the promotion of the interests of the Church. The bishop shall be chairman *ex officio* of this gathering,

and shall direct in the organization of an association which shall have a vice-president, a secretary-treasurer, and such other officers and committees as may be desired. Each annual conference represented within the district shall be entitled to one vote in all business transactions. The annual conferences are advised to provide for the payment of the expenses of their superintendents in attending the association meetings.

Calling Special Conferences.

8. When requested to do so by a majority of the members of any annual conference, the bishop of the district shall reconvene said conference in special session.

Organization of Mission Conferences.

9. Whenever it is deemed desirable to organize a mission conference, a bishop, in conjunction with either the board of home missions or the board of foreign missions, shall have the power to organize such a conference in either home or foreign fields.

Missionary Oversight.

10. The bishops shall inquire carefully concerning the work done for home and foreign missions, and shall seek to develop the missionary spirit by aiding in missionary institutes, sermons, addresses, and in the widespread study of home and foreign missions. They shall confer with the conference superintendents and pastors in suggesting plans and methods for awakening interest in missions. They shall devote as much of their time as practicable to visiting mission fields and to the opening of new missions in inviting places.

Accountability of Bishops.

11. The bishops of the church shall be amenable to the General Conference for the faithful discharge of their official duties. Their administration and services in the general superintendence of the varied interests of the denomination shall be subject to review the same as other administrative officers at the quadrennial meetings of the General Conference.

Vacancies.

12. Whenever a vacancy in the office of bishop in any district occurs during the first three years of the quad-

to hold an election by letter ballot, all members of the preceding General Conference, who are members of the church, voting. The publishing agent shall provide and send out blank ballots, and return-stamped envelopes under the direction of the board of bishops. The board of bishops shall appoint a board of tellers, three in number, from the membership of the church in the vicinity of Dayton, Ohio. The ballots shall be turned over to them by the publishing agent, as directed by the bishops. The bishops shall set a date when the ballots shall be in, and also when and where the ballots shall be counted by the tellers, these two dates to be printed on the ballots sent out to the delegates. The tellers shall certify the entire vote to the bishops, and they shall announce the election of the person receiving a majority of the votes cast. In case no election occurs on the first ballot, other ballots shall be taken until some one receives a majority vote. In case a vacancy occurs during the last year of the quadrennium the remaining bishops shall divide the work of the district among themselves for the remainder of the quadrennium.

Foreign Field.

13. The foreign fields shall be under the supervision of the bishops and the board of foreign missions. The administration of a foreign mission district shall be committed to the foreign mission board, which shall make provision for its proper superintendence. The visitation of the field shall be arranged by the foreign mission board in consultation with the board of bishops.

Stationing of Ministers.

14. For stationing pastors, see Chapter VII, Section I, paragraph 1.

SECTION IX

PASTORS.

Pastors' Duties in General.

1. It shall be the duty of pastors to visit regularly the appointments on their charges, preach the Word of God to their people, and endeavor to edify and in-

struct all in the faith of Jesus Christ; they shall visit the sick, comfort those in sorrow, counsel those in error, and strengthen those who labor under temptation; they shall converse with their members touching their spiritual condition, pray at the family altar, hold prayer-meetings whenever practicable, and administer relief to the needy; they shall give their undivided support and cooperation to all the departments of Church activity, and shall work in full and complete harmony with the plans and policies of the denomination.

Directions to Pastors.

2. Let pastors heed the following directions:

(1) Be diligent. Never trifle away your time. Always be discreet. Let your motto be, "HOLINESS UNTO THE LORD." Avoid all vain conversation, conduct yourself prudently, and demean yourself in all respects as a true Christian. Be at all times averse to crediting evil reports. Believe evil of no one without good evidence. Put the best construction on everything.

(2) Speak evil of no one. Whatever may be your thoughts, keep them within your own breast until you can tell the person concerned what you think wrong in his conduct.

(3) Let your business be to save as many souls as possible. To this employment give yourself up wholly. Visit those who need it, and act in all things, not according to your own will, but as sons in the gospel; for as such it becomes your duty to employ your time in the manner prescribed, in preaching, and in visiting from house to house, in instruction and prayer, and in meditation on the Word of God. With these things be occupied until our Lord shall come.

Authority to Solemnize Marriage.

3. All ordained ministers are authorized to solemnize marriage. All annual-conference ministers, where the law of the State makes it the privilege of every regularly licensed minister to solemnize marriage, are authorized to solemnize marriage; but none having quarterly-conference license only are permitted to do so, unless serving a regular charge.

Transferring Members.

4. The pastor shall issue certificates of transfer to members moving from his charge when granted by vote

Chapter IV, Section IV, of the Discipline.

Pastors Not to Trespass.

5. No minister shall arbitrarily organize a pastoral charge within the limits of a circuit or conference district, or shall receive compensation for labor performed, without the consent of the pastor in charge; nor shall any minister preaching in a different language accept a call from any regularly-organized class or congregation which does not belong to his conference, without the consent of the annual conference to which the charge making the request may belong. Any minister violating the provisions of this section shall be amenable to his quarterly or annual conference.

Section X

TRIAL OF MINISTERS.

Quarterly Conference Ministers.

1. Whenever a quarterly conference minister is accused of conduct unworthy of such a representative of the church, the pastor of the charge where such preacher holds his membership shall appoint one or more disinterested persons as a committee to inquire into the complaints, and if grounds for charges are found, and the accused fails to satisfy the committee, charges shall be filed and reported to the next quarterly conference of which the accused is a member, and the quarterly conference shall appoint a prosecutor, whose duty it shall be to notify the accused to choose a committeeman, the prosecutor choosing a committeeman, in behalf of the church, and these two a third, all of whom shall be members of the church, before which committee the case shall be tried. The prosecutor shall notify the pastor of the charge when said committee has been properly formed, and it shall be the duty of the pastor to appoint the time and place of trial, giving not less than ten nor more than twenty days' notice; and he shall also act as chairman in the case. If a majority of the committee be satisfied that the accusation is sustained, the chairman shall require the accused to hold his peace until the quarterly conference, where the accused shall be accountable, and it shall be the duty of the committee to

transmit in written form the proceedings and findings of said trial to the quarterly conference, and if the findings are sustained, the accused shall be suspended, expelled, or otherwise dealt with, as the quarterly conference may determine. But should the accused, after being duly notified, refuse, or neglect, or fail to choose a committeeman, the quarterly conference shall appoint a committee of three persons, who shall hear the case and decide.

Annual Conference Ministers.

2. Whenever an annual-conference minister (licentiate or elder) is accused of immorality, trespass, imprudent conduct or disobedience to the order and discipline of the church, the superintendent of the conference to which he belongs (in conferences having more than one superintendent, the superintendent designated by the bishop of the district) shall appoint a brother minister of the conference who shall take with him another minister or class-leader, and in the presence of the accused examine into the accusation, following the apostle's instruction (1 Tim. 5:19), "Against an elder receive not an accusation, except at the mouth of two or three witnesses." If it should appear that the accusation is well founded, the examiners shall formulate and prefer charges against the accused before the judicial committee of the conference. The superintendent in charge of the case shall appoint the prosecutor of the case. The prosecutor shall notify the accused of the specific charges against him, and shall prosecute the case before the said judicial committee, provided that the accused shall have the right to object to any one or two of the judicial committee at any time within ten days of the date of trial, the vacancy or vacancies of the judicial committee to be filled by appointment of the bishop of the district upon recommendation of the superintendent in charge. The superintendent in charge shall appoint the time and place of trial, giving not less than twenty nor more than thirty days' notice to the party accused, and shall act as chairman in the case. Should the committee be convinced that the accusations are sustained and that the accused is guilty as charged they shall require him to hold his peace until the sitting

of the next annual conference where he shall be accountable, and it shall be the duty of the judicial committee to transmit in writing the entire proceedings of said trial to the annual conference for review, if desired.

Should the accused be dissatisfied with the verdict of the judicial committee, he may appeal to the conference court of appeals for a review of the case. The findings of the conference court of appeals together with whatever penalty shall be imposed, shall be final.

Trial of Conference Superintendents.

3. Whenever a conference superintendent shall be accused of any misdemeanor, immoral conduct, or disobedience to the order and discipline of the church, any elder to whom the matter is known may refer the matter to the conference judicial committee, consisting in this case of five persons, four elders and a conference superintendent of some other conference. The additional elder shall be chosen by the judicial committee, and the four elders shall select a conference superintendent who shall act as the chairman of the committee. If, after a careful review, the charges appear to be well-founded, the accused shall be notified to appear for trial sufficient time having been allowed for the preparation of his defense. Should the charges be sustained, the accused shall be required to hold his peace until the sitting of his annual conference where the case shall be reviewed.

Should the accused be dissatisfied with the verdict of the judicial committee he may appeal to the conference court of appeals for a review of the case. The findings of the court of appeals together with whatever penalty shall be imposed shall be final.

Trial of Bishops.

4. Whenever a bishop shall be accused of any misdemeanor, immoral conduct, or disobedience to the order and discipline of the church, any elder to whom the matter is known may refer the matter to the conference judicial committee of the conference within which the accused is a member, consisting in this case of five persons, four elders and a bishop. The additional elder shall be chosen by the judicial committee and the four elders shall select the bishop who shall act

as the chairman. If, after a careful review, the charges appear to be well-founded, the accused shall be notified to appear for trial, sufficient time having been allowed for the preparation of his defense. Should the charges be sustained, the accused shall be required to hold his peace until the sitting of his annual conference where the case shall be reviewed.

Should the accused be dissatisfied with the verdict of the judicial committee he may appeal to the conference court of appeals for a review of the case. The findings of the court of appeals together with whatever penalty shall be imposed shall be final.

CHAPTER VII

The Itinerancy.

Section I

STATIONING ITINERANTS.

Stationing Committee.

1. The bishop, conference superintendent or superintendents, and the retiring superintendent or superintendents shall constitute the stationing committee, whose duty it shall be to supply all the circuits, stations, and missions, as far as practicable, from the list of itinerants; provided, however, that where there is but one conference superintendent on the committee, the conference may elect to the same one or more unemployed elders.

2. The stationing committee shall have at least two meetings before its work is completed.

Appeal from Stationing Committee's Report.

3. If any of the pastors thus stationed, or any who may not receive an appointment, are dissatisfied, they shall have a right to appeal to the annual conference. If two-thirds grant the appeal, the decision shall be final. In case of an appeal from the decision of the stationing committee, no pastor stationed by said committee shall be changed, without his consent, to accommodate the pastor making such appeal. In no case shall pastors be permitted to exchange charges, except in the manner provided for in Chapter VI, Section VII, paragraph 6, item (7).

Employment of Other Ministers.

4. Should there not be enough itinerants to supply all the circuits, stations, and missions, the remaining charges shall be supplied by the stationing committee or conference superintendent.

Pastor's Resignation.

5. If a pastor, after having duly entered upon the work assigned him, should desire to leave the same

for any reason, he shall offer his resignation to the conference superintendent, thirty days' notice of his intention to do so having been given in writing. The acceptance of the resignation shall be at the option of the superintendent. In case of any difficulty arising the matter shall be referred to the annual conference for adjustment.

Dismissal of Appointments.

6. A pastor is not permitted to dismiss any appointment from his circuit or mission without the consent of the quarterly conference.

Section II

DUTIES OF ITINERANTS.

1. It is the duty of all itinerant ministers to work in full and complete harmony with the plans and policies of the denomination, and to report to their annual conferences either in person or by letter indicating the character of work in which they are engaged.

2. It is the duty of an itinerant pastor to accept the appointment given him, to move to his field of labor if practicable, and to report his work regularly and promptly as the conference superintendent may require.

3. Every minister serving a charge shall, in conjunction with his annual report to conference, place in the hands of the statistical secretary a book procured from the United Brethren Publishing House, in which he has written the names by classes of all the members of his charge who are in good standing, together with a list of the official members of each church and a list of the literature taken with the date of expiration of the same. This book shall go to the minister appointed to the charge and shall not be the regular church record.

4. See Chapter VI, Section IX, paragraph 1.

Correction of Church Records.

5. He, in connection with the official board, at least one month before annual conference shall correct the church records. This work is to be essentially clerical, and in no sense to be understood as an investigation or trial of any member, the object being simply to see that the church records state the facts as to who

as having terminated or lost his membership in the church, except at his request, or by death, or until the prescribed disciplinary steps have been taken.

Annual Reorganization.

6. The pastor in connection with the official board, at the time when the records are corrected, shall nominate a steward or stewards, to be elected by the church as provided for in Chapter V, Section IV, paragraph 1. He shall see that leaders and class-leaders are elected as provided for in Chapter V, Section I, paragraph 3.

Preside at Trials of Members.

7. The pastor shall sit as president at the trial of members and see that a correct record of the same is kept.

Report to Quarterly Conference.

8. The pastor shall render a strict account of his work at each quarterly conference, where he is to be held accountable for neglect of duty.

Circulate Church Literature.

9. The pastor shall use every laudable effort to circulate our books and church periodicals, and to use due diligence to advance the interests of the church printing establishment.

List of Subscribers.

10. The pastor shall keep a list of the names of all the subscribers to our church periodicals, and the time of subscribing, at the different appointments on his charge. He shall also report the number of subscribers to our periodicals on his charge at each quarterly conference, and be examined by the conference superintendent and quarterly conference as to whether he performs his duty in circulating the periodicals of the church among the people.

Sunday School and Christian Endeavor Work.

11. The pastor shall have general supervision over the Sunday schools, Brotherhoods, and Christian Endeavor societies of his charge, and shall be present at their sessions as often as practicable. He shall be pres-

ent and preside at the reorganization of his Sunday schools and Christian Endeavor societies. It shall be his duty to organize a Sunday school at each appointment on his charge where there is not one already. He shall encourage the organization of Christian Endeavor societies and Brotherhoods on his charge where at all practicable. He shall furnish such statistics of schools, Brotherhoods, and Christian Endeavor societies as are required by the annual-conference chart, and such other statistical information as may be requested by the authorized heads of the departments. It shall also be his duty to see that Children's Day and Christian Endeavor anniversary day are observed and that liberal offerings are taken upon these days and sent to the conference treasurer. These offerings shall be in addition to the conference apportionment for the general board.

Director of Young People's Work.

12. Every pastor of a church where there is no Christian Endeavor society shall appoint a director of Christian Endeavor work, who shall be the connecting link between the young people of that church, the conference Christian Endeavor union, and the Christian Endeavor department until such time as a senior Christian Endeavor society can be organized. His name shall be duly reported to the secretary of the conference Christian Endeavor union and to the general secretary of the Christian Endeavor department at Dayton, Ohio.

Missionary Training.

13. Every pastor in charge of a field of labor shall seek to organize and train the membership of his charge to become an efficient force in the world-wide extension of the gospel by the preaching of missionary sermons, the organization of mission study classes, the introduction of missionary training in the Sunday school and other departments of the church. He shall strive earnestly to get every member of the church to give systematically to missions, according to the plan for benevolence offerings adopted for the church.

Church Erection.

14. Every pastor shall present the interests of church erection to his people during the year, and dis-

secretary and board of managers.

Education.

15. Pastors should earnestly urge as many young people as possible to attend our own institutions of learning, and encourage persons to give liberally of their means for the more thorough establishment and equipment of our educational institutions.

Records.

16. The pastor shall procure a suitable book for a church record, in which he shall record all the appointments and classes on his circuit, station, or mission, in regular order, with the name of each member properly recorded in connection with his own class. He shall also make a record of all baptisms, marriages, deaths, and proceedings of church trials, with the names of all the parties in each case. He shall report this record with the proceedings therein to the last quarterly conference of each year for approval or improvement. This book shall be the property of the quarterly conference, and shall be in addition to the regular class-books and circuit books.

General Collections.

17. The pastor shall be responsible for the collection of the annual amounts apportioned to his charge for the benevolence budget and conference superintendents, and also all other conference apportionments. Should he fail in this responsibility and not be able to give satisfactory reason for such a failure, he shall be accountable to the annual conference.

Pastoral Visiting.

18. The pastor shall give as much of his time as possible to visiting the families under his charge, and pay strict attention to the young members under his care. This private work of visiting from house to house and exhorting the people is founded on these solemn words of the apostle: "I shrank not from declaring unto you anything that was profitable, and teaching you publicly, and from house to house." (Acts, 20:20.)

Home Training of Children.

19. Because of the powerful and far-reaching influence of home life upon the young, the pastor shall direct the attention of his people to the vital importance of family worship and Christian nurture. He shall do this publicly and privately by directing attention to books and periodicals giving helpful instruction upon this subject, and also by presenting in his public ministrations the teaching of God's Word respecting the duty of parents to train up their children in the nurture and admonition of the Lord.

Bible Cause.

20. The pastor shall observe one Sunday each year in the month of May as Bible Sunday, when he shall preach an appropriate sermon and take an offering for the Bible cause. This offering shall be forwarded to the conference treasurer, and by him to the Bible society which operates the territory where the offering is taken.

SECTION III

PASTORS' SALARIES.

1. The salary of a pastor shall be such an amount as may be agreed upon between him and the quarterly conference of the field of labor to which he is sent; and said agreement shall be a valid contract between the parties thereto. Whenever a charge owns a parsonage, or rents a house for the pastor to live in, the charge shall have credit for the same by the pastor reporting as so much salary the amount the parsonage would rent for or the amount paid for the rented house.

Parsonage and Moving of Pastor.

2. It shall be the duty of a circuit or station, whenever a pastor is sent to it by the annual conference or superintendent to provide a house and move the pastor at its own expense from any point within the bounds of the conference.

CHAPTER VIII

Deaconess Work.

Section I

DEACONESSES.

1. The Church of the United Brethren in Christ, recognizing the consecration and devotion of woman to the services of the church from the time of the Apostles to the present day, and the value and importance of her work in all forms of service, approves and authorizes the work of deaconesses. Any woman of suitable culture, piety, zeal and tact, moved by the spirit of God to do so, may become a deaconess, having been recommended to the quarterly conference by the class to which she belongs. If, after an examination by the conference superintendent, or a committee appointed by him, she is approved by the quarterly conference, she shall receive license to perform the duties of a deaconess in the local church, said license to be subject to annual renewal.

2. Her duties shall be to visit from house to house, reading, praying, singing, teaching, exhorting, or comforting the people, as the case may require; to nurse or otherwise minister to the sick and needy; to solicit funds or supplies and distribute the same; all under the direction of the pastor to whom she shall report as often as he may require; she shall not, however, be required to look after the finances of the church.

3. A uniform costume may be worn to distinguish and protect her.

4. The deaconess work is a high and holy calling for sacrificial service. Each local church shall provide for any necessary expense attending this work, and such salary as may be mutually agreed upon, always, however, encouraging those who enter upon this service to do so for the love of Christ and humanity.

5. No one shall be required to make a perpetual vow in this work, and any one may retire from this office at pleasure after giving the pastor the proper notice.

6. The deaconess shall be a member of the quarterly conference and official board where she serves, and shall

be responsible to them for her moral and official character.

7. If the deaconess is deficient in any of the common school studies, she must pass examination in these, along with the prescribed course of study. The conference superintendent and pastor shall conduct the examination in writing annually, or a part of the course quarterly, as the candidate may desire. The faculty of the Bonebrake Seminary shall prepare suitable questions on each book, as in the case of annual-conference ministers.

Taking Course of Study.

8. She shall complete the course of study within three years or her license shall not be renewed. (See Course of Study, Chapter IX, Section IV.)

On the completion of the course of study, and two years' practical work under the direction of a pastor, or an equivalent course in an approved training school, or literary school providing such courses, the deaconess shall be consecrated to this service by a bishop or conference superintendent and receive a permanent license.

Any deaconess desiring to become a nurse should take the course of training for that purpose in a school connected with a good hospital.

SECTION II

DEACONESS HOMES.

The board of bishops shall constitute a board of management of homes for deaconesses, and whenever a majority of the pastors of our church in a city or conference wish to establish such a home, they shall first submit their plans to the board of bishops at one of their annual meetings, and if the matter is approved by the board it shall prepare rules and regulations by which such home shall be founded and managed.

CHAPTER IX

Courses of Study.

Section I

QUARTERLY-CONFERENCE MINISTERS.

1. It shall be the duty of each person receiving a quarterly-conference license to preach to pursue the following course of study;

Books to be Studied—

Bible—Exodus, Matthew, and John.
United Brethren Discipline.
The Preacher, His Life and Work—Jowett.
Sunday School in Action—Brewbaker.
Binney's Theological Compend—Binney-Steele.
Bible History—Blaikie.
The Unfolding Life—Lamoreaux.

Books to be Read—

Life of Otterbein—Drury.
Our Heroes—Weekley and Fout.
The Radiant Life of Vera B. Blinn—Smith.
From Survey to Service—Douglass.
The Why and How of Foreign Missions—Brown.
Individual Work for Individuals—Trumbull.
Christ in the Life of Today—Mathews.
Life of Bishop Mills—Funk.
Torches Aloft—Bell.

Three books, at least, are to be selected and read.

Examinations.

2. The conference superintendent, or a committee appointed by him, shall hold examinations each year in the books studied. A quarterly-conference licentiate is permitted to complete the entire course in one year; but should he fail to complete the course within three years his license shall not be subject to renewal. He is required to complete the quarterly-conference course of study before being admitted to the annual conference.

Permanent License.

3. Any one completing the above course of study and passing satisfactory examinations in the same, may

receive a license certifying to that fact, and not requiring annual renewal, so long as his teaching is conformable to the doctrines of Christ, as held by our church, and his deportment is in harmony with the requirements of our Discipline.

SECTION II

ANNUAL-CONFERENCE MINISTERS.

Examinations.

1. A licentiate minister is to be examined in the subjoined course of study by the annual conference to which he belongs, and shall have the privilege of being examined after the completion of one or more studies during the interim of annual conferences, and the examinations on his studies shall be completed, if possible, before the sitting of the conference. The examinations shall be in writing, and graded on a scale of 100, an average of 70 being required.

There shall be a standing secretary for the committees on courses of study who shall keep permanent records of each licentiate, of his examinations, by whom conducted, the grades given in each book or study, note the completion of his course, when ordained, transferred, or dismissed.

A book shall be provided by the annual conference for this purpose and shall be preserved as the property of the conference.

Examination Questions.

2. To assist and encourage licentiates in their studies, also for the purpose of securing greater uniformity and efficiency in the examination, the following plan shall be pursued: The faculty of the Bonebrake Theological Seminary shall prepare a list of from fifty to two hundred questions on each subject of study, as the subject may require, to be placed in the hands of the examiners only. The faculty shall likewise prepare a list of helpful suggestions on each subject for the student, to be placed in his hands at the beginning of each year. The examiners on the courses of study shall select without the knowledge of the licentiate ten or more of these questions on each subject for examination, the examination always being conducted in the presence of one or

written sermon in connection with the examination of each year. The sermon for the first year's examination shall be upon a practical theme; for the second year, a doctrinal; for the third year, a historical, and for the fourth year, a social. If any licentiate is unable to appear before his examiners he shall report the cause of his absence.

Completing the Course.

3. Each licentiate is expected to complete the prescribed course within four years, unless good reasons exist for delay.

Time Limit for the Course.

4. Should any licentiate fail to complete the course within six years, he shall be referred to his quarterly conference and his annual-conference license shall be surrendered.

Excused from Examination.

5. Any licentiate who has completed in a satisfactory manner the full course of study in the Bonebrake Theological Seminary, and holds a diploma from that institution, shall be excused from examinations in the annual-conference course of study.

6. The course of study for annual-conference preachers is as follows:

First Year.

Books to be Studied—

The Teaching of Christ—Morgan.

The Business of Missions—Patton.

Extemporaneous Oratory—Buckley.

United Brethren Church History—Drury.

Making of a Sermon—Pattison.

How to Teach Religion—Betts.

Commit to Memory—

The Ten Commandments, Psalms 1 and 2, and the Beatitudes.

Books to be Read—

Cyclopedic Handbook to the Bible, Old Testament—Angus-Green.

With Christ in the School of Prayer—Murray.

Our Bishops—Thompson.
Personal Life of David Livingstone—Blaikie.
The Worker and His Bible—Eiselen.
Rural Sociology—Vogt.
The Glory of the Ministry—Robertson.
Church School Administration—Fergusson.
Three books, at least, are to be selected and read.

Second Year.

Books to be Studied—
The Doctrine of the Prophets—Kirkpatrick.
Ambassadors of God—Cadman.
United Brethren Church History—Drury.
Apologetics—Kephart.
Fundamentals of Child Study—Kirkpatrick.
Exegetical Studies—Galatians (Cambridge Bible), I and II Timothy and Titus (Cambridge Bible),—Use either the Cambridge Bible for Schools and Colleges, or Dummelow's Commentary.

Commit to Memory—

Isaiah, fifty-third chapter; First Corinthians, thirteenth chapter.

Books to be Read—

Cyclopedic Handbook to the Bible, New Testament—Angus-Green.
Life of Weaver—Thompson.
Autobiography of Finney.
The Child and America's Future—Stowell.
Crises of the Christ—Morgan.
The Bible—Its Origin and Nature—Dods.
The Holy Spirit and the Church—Gore.
The Foreign Missionary—Brown.
The Point of Contact in Teaching—DuBois.
The Quest for Souls—Truett.
Three books, at least, are to be selected and read.

Third Year.

Books to be Studied—
Outlines of Doctrinal Theology—Drury, pp. 1-99.
Church History—Fisher, pp. 1-286.
Human Behavior—Colvin and Bagley.
The Pastor Preacher—Quayle.
Reasonable Biblical Criticism—Beecher.

Philippians (Cambridge Bible).—Use Cambridge Bible for Schools and Colleges or Dummelow's Commentary.

Commit to Memory—

Acts 17:22-31; Psalm 34.

Books to be Read—

Jesus Christ and the Social Question—Peabody.
Problem of the Old Testament—Orr.
The Spiritual Life—Murray.
The Romance of Preaching—Horne.
Modern Church Management—McGarrah.
The Beloved Disciple—Garvie.
Rural Christendom—Roads.
Three books, at least, are to be selected and read.

Fourth Year.

Books to be Studied—

Outlines of Doctrinal Theology—Drury, pp. 100 to end.
Church History—Fisher, pp. 287 to end.
The Building of the Church—Jefferson.
Christianity and Ethics—Alexander.
The Days of His Flesh—David Smith.
The Virgin Birth of Christ—Orr.
A History of Religious Education in Recent Times—Brown.

Books to be Read—

Society and Its Problems—Elwood.
Ideal Ministry—Johnson.
Pastoral and Personal Evangelism—Goodell.
Things Fundamental—Jefferson.
Introduction to the Study of Economics—Bullock.
The Resurrection of Jesus—Orr.
Life of Mueller—Pierson.
Four books, at least, are to be selected and read.

Correspondence Course.

7. The faculty of the Bonebrake Theological Seminary shall outline a correspondence course of study separate and distinct from the above course of study for annual-conference ministers.

8. The trustees of the Bonebrake Theological Seminary shall furnish such additional help to the faculty

as may be needed to carry on the work of a correspondence study department, and shall fix the enrollment fees for students desiring to pursue the correspondence course.

9. The correspondence course shall be offered to licentiates as an alternative course in preparation for ordination to the gospel ministry in the Church of the United Brethren in Christ, and students pursuing this course shall be given a suitable certificate at the completion of the course.

10. Candidates who elect to take the correspondence course, or part thereof, may be excused to that extent from pursuing the annual conference course of study on condition that they report to their respective annual conference committees the grades obtained, as required of all other candidates.

Section III

German Course of Study.

QUARTERLY-CONFERENCE PREACHERS.

First Year.

Doctrines.—The presence of God, the personality of God, the Trinity, the creation, the fall of man.

Books.—The Bible, Discipline of the United Brethren Church, "Christlich-Apostolisches Glaubens—Bekenntniss," by W. Nast, "Christologische Betrachtungen," by W. Nast.

Second Year.

Doctrines.—The corruption of mankind, repentance, faith, justification, regeneration, witness of the Spirit, sanctification, possibility of falling from grace.

Books.—The Bible, United Brethren Discipline, Hare's "Rechtfertigung durch den Glauben," D'Aubigné's "Reformations-Geschichte," "Bekämpfung des Unglaubens," by Christlieb.

ANNUAL-CONFERENCE PREACHERS.

First Year.

Doctrines.—The being and attributes of God, the Trinity, the creation, the doctrine of the angels, the doc-

trine of mankind, man in the image of God, the fall and the corruption.

Books.—The Bible; United Brethren Discipline; Sulzberger's "Glaubenslehre"—First Part; Luthardt's "Apologetische Vorträge"—First Part; Dr. Joseph Beck's "Grundriss der Empirischen Psychologie"; Kurtz's Text-Book on Sacred History; History of the United Brethren Church—Drury; Nippert's "Praktische Theologie"; Grammatik, Heise's "Leitfaden—Die Wortlehre"; written sermon on the Sabbath.

Second Year.

Doctrines.—The doctrines of Jesus Christ, doctrine of the personality and divinity of the Holy Ghost, doctrine of the salvation of man, conviction, repentance, faith, justification, regeneration, sanctification, possibility of falling from grace.

Books.—The Bible; United Brethren Discipline; Sulzberger's "Glaubenslehre"—Second Part; Luthardt's "Apologetische Vorträge"—Second Part; Weber's "Einleitung in die Heiligen Schriften"; "Das Christliche Heilsleben," by F. F. Paulus; Bishop Hurst's Church History; Dittmar's "Welt-Geschichte"—First Part; Grammatik, Heise's "Leitfaden—Die Satzlehre"; written sermon on repentance and faith.

Third Year.

Doctrines.—The sacraments—baptism and the Lord's Supper, the immorality of the soul, the resurrection of the body, the future general judgment, everlasting rewards, and everlasting punishment.

Books.—The Bible; United Brethren Discipline; Sulzberger's "Glaubenslehre"—Third Part; the Immortality of the Soul, by F. L. Nagler; D'Aubigné's "Reformations-Geschichte"; H. Dittmar's "Welt-Geschichte"—Second Part; Heise's Grammatik—Wiederholung; W. Sommer's "Aufsatzlehre"; written sermon on baptism.

Books Recommended.

Jellinghaus's "Das Völlige Heil," and C. H. Spurgeon's "Winke für Prediger," oder 23 Vorlesungen.

SECTION IV

DEACONESS COURSE OF STUDY.

First Year.

Books to be Studied—

Synthetic Bible Studies, Pentateuch and Historical Books—Gray.

With Christ in the School of Prayer—Murray.

Life of Christ—Stalker.

United Brethren Discipline.

How to Teach Religion—Betts.

Books to be Read—

History of the United Brethren Church—Drury.

How to Bring Men to Christ—Torrey.

Seven Laws of Teaching—Gregory.

Commit to Memory—

Psalms 2, 23, and 34.

Second Year.

Books to be Studied—

Synthetic Bible Studies, New Testament—Gray.

History of the Deaconess Movement—Golder.

The Pupil and the Teacher—Weigle.

Quiet Talks on Power—Gordon.

Binney's Theological Compend—Binney-Steele.

Life of St. Paul—Stalker.

Study of Child Life—Mary Washburn.

Books to be Read—

The Tongue of Fire—Arthur.

History of the United Brethren Church—Drury.

Bible Geography—Hurlbut.

Text-Book of Nursing—Weeks-Shaw.

Commit to Memory—

The Beatitudes; First Corinthians, Thirteenth Chapter.

GERMAN COURSE OF STUDY FOR DEACONESSES.

Buecher fuer Gemeinde-Diakonissen Studien-Kursus.

Erstes Jahr.

Die deutsche Bibel. (a) Altes Testament, I Mose—2-ten Chronika. (b) Neues Testament, Die Evangelien.

Life of Christ—Stalker.

Geschichte der weilichen Diakonie—Golder.

Manual of Bible Study—Blaikie.

History of the Deaconess Movement—Golder.
In der Schule des Gebets—Murray.

Buecher Angeraten zu Lesen.

Des Christen Geheimniss eines verborgenen Lebens—H. W. Smith.
Life of Christ—Edersheim.
How to Bring Men to Christ—Torrey.

Zweites Jahr.

Die deutsche Bibel. (a) Altes Testament, Esra—Maleachi. (b) Neues Testament, Apostelgeschichte bis Offb. Johannes.
Binney's Theological Compend—Binney-Steele.
Heilige Geschichte—Sulzberger.
Calwer Kirchengeschichte.
Life of St. Paul—Stalker.
Social Law of Service—Ely.
Die Krankenpflege—Duembling.

Buecher Angeraten zu Lesen.

Text-book of Nursing—Weeks-Shaw.
Tongue of Fire—Arthur.
Vereinigte Brueder Kirchengeschichte—Berger.
Groesserer Katechisms—Nast.

CHAPTER X

Appeals.

Section I

FROM THE DECISION OF A CLASS.

Should any member be dissatisfied with the decision of a church or class, or committee of a church or class, an appeal may be had to the next quarterly conference by giving notice thereof to the pastor in charge, or the secretary of the trial, within thirty days after said trial, together with the reasons for such appeal; and it shall be the duty of the secretary to furnish the quarterly conference with a certified copy of the proceedings of the trial and of the notice of the appeal.

Section II

FROM THE DECISION OF A QUARTERLY CONFERENCE.

Any member of a quarterly conference dissatisfied with the decision thereof, may appeal to the ensuing annual conference, within thirty days after the quarterly conference, by giving notice to the secretary, in writing, of his intention to appeal, together with his reasons for so doing; and it shall be the duty of the secretary to furnish a certified copy of the proceedings, the notification, and the reasons assigned, to the annual conference.

Section III

Court of Appeals.

1. Any member of an annual conference, when dissatisfied with the decision thereof, shall have the right to appeal to a judicial court, which shall be constituted and governed as hereinafter stated.

2. Each annual conference, at the first session subsequent to the session of the General Conference, shall elect by ballot two members of the court, who shall hold office for four consecutive years.

3. In case of an appeal from an annual conference in form and manner hereinafter set forth, the presiding bishop of said conference shall, at such time and place as he may determine, call together seven of the members of the court most accessible to the conference from which the appeal is taken, who, thus called together, shall constitute an appellate court to hear and determine said appeal.

4. This court shall organize by electing a chairman and some competent person as secretary.

5. The secretary shall receive and hold all papers and records pertaining to said appeal, subject to the order of the chairman; keep a true record of all proceedings of said court, and certify the decision thereof to the annual conference from which the appeal is taken, and also to the appellant.

6. Five of these members shall be necessary to constitute a quorum, and four must agree on a verdict. The court may affirm or reverse the finding and decision of the annual conference, or affirm in part and reverse in part; but it shall not reverse the same, nor remand the case for a new trial on account of errors plainly not affecting the result.

7. The decision of this court shall in all cases be final, except when the objections are taken on the ground that the proceedings were irregular in the application of law, and said objections are entered before the verdict of the court is announced. In case of appeal from the court under this clause, the appellant must give notice within thirty days to the secretary of the court, who shall send a copy of all proceedings in said case to the General Conference.

8. In case of an appeal from the decision of an annual conference, the appellant must give written notice to the secretary of said conference within thirty days after the adjournment thereof, setting forth both his intention to appeal and the reasons for so doing.

9. On receipt of a notice of appeal, the secretary of the conference shall immediately notify the presiding bishop, and, on notice from said bishop, transmit a copy of the proceedings of the conference in said case to said court of appeal.

10. The necessary expenses incurred in the assembling of said court shall be paid by the appellant, if the appeal is not sustained; if the appeal is sustained, the annual conference in which the appeal is made shall pay the expenses. The appellant, in all cases, at the time the notice of appeal is given, shall deposit with the secretary of said annual conference security for the payment of said expenses, in an amount fixed by said secretary.

PART III

Social Service and Moral Reform

CHAPTER XI

Special Rules.

Section I

SOCIAL SERVICE.

Inasmuch as existing social and industrial conditions call for wise and firm leadership from the churches, the Church of the United Brethren in Christ stands:

1. For equal rights and complete justice for all men in all stations of life.

2. For the protection of the family, by the single standard of purity, uniform divorce laws, proper regulation of marriage, and proper housing.

3. For the fullest possible development of every child, especially by the provision of proper education and recreation.

4. For the abolition of child labor.

5. For such regulation of the conditions of toil for women as shall safeguard the physical and moral health of the community.

6. For such consideration of the causes of poverty as will lead to their prevention and abatement.

7. For the absolute prohibition of the manufacture and sale of alcoholic liquor by state and federal enactment because of the social, economic, and moral waste of the liquor traffic.

8. For the conservation of health.

9. For the protection of the worker from dangerous machinery, occupational diseases, and mortality.

10. For the right of all men to the opportunity for self-maintenance, for safe-guarding this right against encroachments of every kind, and for the protection of workers from the hardships of enforced employment.

11. For old age and unemployment insurance, and for adequate federal action touching our unemployment problem.

12. For the right of employees and employers alike to organize for adequate means of conciliation and arbitration in industrial disputes.

13. For a release from employment one day in seven.

14. For the gradual and reasonable reduction of the hours of labor to the lowest practicable point, and for that degree of leisure for all which is a condition of the highest human life.

15. For a living wage as a minimum in every industry, and for the highest wage that each industry can afford.

16. For a new emphasis upon the application of Christian principles to the acquisition and use of property, and for the most equitable division of the product of industry that can ultimately be devised.

Section II

TEMPERANCE.

Intoxicating Drinks.

1. The making, vending, and using of intoxicating drinks as a beverage, the renting and leasing of property to be used for the manufacture or sale of such drinks, also the signing of petitions for granting license, or the entering as bondsmen for persons engaged in the traffic in intoxicating drinks, are strictly prohibited; and should any of our members be found guilty in these respects, they shall be dealt with as in the case of other immoralities; this rule, however, shall not be so construed as to prevent druggists and others from the vending and using of alcohol for medicinal or mechanical purposes.

Temperance Commission.

2. There shall be a permanent temperance commission, consisting of one minister and one layman from each bishop's district, to be appointed by the board of bishops. The duties of this commission shall be: To keep in close touch with similar organizations in other churches; to appoint or to authorize the appointment of delegates to local or national bodies; to collect funds for the expenses of correspondence and suitable literature.

3. The last Sunday in November of each year shall be observed as Temperance Day, but where an annual field-day is observed under the auspices of an organized

temperance agency this shall be a substitute, when desirable, for the Temperance Day.

Tobacco.

4. We believe that the use of tobacco in any form is injurious to body, mind, and moral nature, and a needless waste of money which could and should be otherwise applied; and we kindly advise all our members to abstain from its use.

Section III

SABBATH OBSERVANCE.

The Sabbath day is ordained of God as a day of physical rest, and of spiritual improvement, and the perpetuity of our civil and religious institution demands its proper observance. The Church of the United Brethren in Christ, in view of the growing tendency to profane the day, as seen in the open saloon, the beer-garden, the baseball games, the social dance, excursion trains, unnecessary labor, the increasing apathy of the masses to attend the public service of the church, and the disregard of God's command to "remember the sabbath day to keep it holy," earnestly counsels all its members to abstain from everything that does not contribute in the highest degree to their spiritual growth. Our ministers and general officers of the church are advised to be examples to the flock over which the Holy Spirit has made them overseers.

Section IV

SLAVERY.

All slavery, in every sense of the word, is totally prohibited, and shall in no way be tolerated in our church.[1]

Section V

SECRET COMBINATIONS.

1. A secret combination is a secret league or confederation of persons holding principles and laws at variance with the Word of God and injurious to Christian character, as evidenced in individual life, and infringing

[1]This law, in its essential character, was adopted by the General Conference in 1821, Bishops Newcomer and Zeller presiding.

upon the natural, social, political, or religious rights of those outside its pale.

2. Any member or minister of our church found in connection with such combination shall be dealt with as in other cases of disobedience to the order and discipline of the church; in case of members, as found in Chapter IV, Section III, and in case of ministers, as found in Chapter VI, Section X.

Section VI

OATHS.

We believe that the mode of testifying to the truth when required to do so in a legal form, by way of affirmation, is on us solemnly, conscientiously, and fully binding, before God, to tell the truth, the whole truth, and nothing but the truth.

Section VII

WAR.

We most positively record our disapproval of engaging in voluntary national aggressive warfare; yet we recognize the rightful authority of the civil government, and hold it responsible for the preservation and defense of our national compact against treason or invasion by any belligerent force, and we believe it to be entirely consistent with the spirit of Christianity to bear arms when called upon to do so by the properly constituted authorities of our Government for its preservation and defense.

Section VIII

DIVORCE.

1. We believe that the marriage relation is of divine authority; that it is the mutual union of one man and one woman; that the obligation is most sacred, and morally binding so long as both shall live, and therefore cannot be dissolved at will, nor should it be by a decree of a civil tribunal, except on evidence that one party is guilty of adultery.

2. On positive evidence of such guilt the innocent party is free from further matrimonial obligations and justly entitled to a divorce and to marry again, but the guilty party has no such right.

3. We deny the right of marriage to both parties who have been divorced for other causes than adultery.

4. Any person sustaining a marriage relation contrary to that above recognized as justifiable shall be ineligible to the office of the ministry of this church.

5. No minister of this church shall knowingly solemnize the marriage of two persons, either of whom has been divorced for other than the above justifiable cause, and shall be amenable to the church for disobedience to the order thereof.

6. Every pastor shall be required to preach at least once a year on the sanctity of the home, and to warn his people against the debasing influences that imperil our home life.

Section IX

CIVIC AFFAIRS.

1. All worthy movements for community upbuilding, social elevation, physical development, and wholesome recreational life shall receive the hearty endorsement of our church.

2. The ministry of our church is encouraged to respond in active leadership to the calls of the community in the promotion of civic righteousness, campaigns for community upbuilding, and all cooperative movements of Protestant Christianity touching law-enforcement, intelligent censorship of motion pictures, abolition of race-track gambling, promotion of good literature, and the elevation of the social ideals of community life.

PART IV

Property

CHAPTER XII

Church-Houses and Parsonages.

Electing Trustees.

1. Whenever it is contemplated to purchase or build a church-house or parsonage, it shall be the duty of any member to make it known to the quarterly conference of the circuit or station to which he belongs. The quarterly conference shall then elect a board of trustees of not less than three persons, or as the law of the State may require; provided, however, that at least a majority of said board shall be members of the Church of the United Brethren in Christ. The trustees shall hold their office during the pleasure of the quarterly conference.

2. All the property of a local congregation shall be subject to the control of one board of trustees, namely, the church trustees. Should it be deemed advisable by any congregation to have a separate board of trustees for the parsonage, such board shall be subject in all things to the supervision of the church trustees. All titles shall be vested in the board of church trustees.

Vacancies.

3. Whenever vacancies occur in the board of trustees it shall be the duty of the quarterly conference to elect suitable persons to fill such vacancies, and the secretary of the board of trustees shall see that the records of the county wherein such board may reside shall correspond with the facts in the case according as the law of the State may require, after such vacancies have been filled.

Duties of Trustees.

4. The trustees shall meet annually or oftener. They shall organize by electing from their number a president, a secretary, and a treasurer. Special meetings may be

called by the president or by a majority of the members of the board.

5. The secretary shall keep a correct record of all business transactions of the board in a book provided for that purpose, which shall at all times be open for the inspection of the official board and the quarterly conference, as well as of the board of trustees.

6. The treasurer shall receive all funds of the board for church, cemetery, or parsonage purposes, and pay out same under the direction of the board, on regularly-drawn orders signed by the president and secretary. He shall report the financial condition at the several meetings of the board, and to the quarterly conference at least once each year.

7. The board of trustees shall have charge of all the church property, employ janitors, furnish light and fuel, keep the property insured, and look carefully after other wants from time to time. They shall see that the name of the Church of the United Brethren in Christ shall be prominently placed on the exterior of the building.

8. The pastor shall have full control of his pulpit, and no board of trustees shall permit any one to preach therein without his consent.

9. The trustees shall devise such methods as may be deemed best and most advisable for the raising of funds for extraordinary expenses, such as new buildings, repairs to old buildings, and the payment of debts, and report the same to the quarterly conference for approval.

New Building Enterprises.

10. Before beginning the erection of any house of worship, parsonage, or other building belonging to the local church, the board of trustees shall carefully observe the following preliminary steps:

(1) They shall submit their plans and estimates of lot, lands, and buildings to the quarterly conference for its consideration, approval, and direction, the conference superintendent being present.

(2) They shall procure an incorporation of the local church such as the law of the State requires.

(3) They shall secure and record a good and sufficient deed for the real estate purchased or acquired to

said church or its trustees for the use, benefit, and behoof of the Church of the United Brethren in Christ.

(4) They shall have the necessary means either in hand or sufficiently assured to carry out the objects proposed, so as to avoid the encumbering of houses of worship and other church property with embarrassing debts.

Conveyances and Title Deeds.

11. In all conveyances and title deeds of real estate for the erection of (1) church houses or (2) parsonages the following clause shall be inserted in the proper place:

(1) In trust, that said premises shall be used, kept, maintained, and disposed of, as a place of worship for the use of the ..... congregation of the Church of the United Brethren in Christ at ....; subject to the doctrines, laws, usages, and ministerial appointments of the Church of the United Brethren in Christ as from time to time established, made, and declared by the lawful authority of the said Church of the United Brethren in Christ.

(2) In trust, that said premises shall be used, kept, maintained, and disposed of, as a place of residence for the use and occupancy of the preachers of the ....congregation of the Church of the United Brethren in Christ at ....., who may from time to time be appointed to said place; subject to the usage and Discipline of said church, as from time to time established, made, and declared by the lawful authority of the said Church of the United Brethren in Christ.

Mortgages and Liens.

12. No board of trustees shall have power to mortgage or to place a lien of any kind on real estate of the Church of the United Brethren in Christ, except for the purchase of such real estate, or the erection of necessary buildings, or for repairing, or otherwise improving the same.

Sale and Rent of Church-Houses and Parsonages.

13. The quarterly conference may authorize the board of trustees to lease, rent, or sell church or parsonage property within its jurisdiction; provided, however, that

said proceeds shall be used in purchasing, repairing, or building new church or parsonage property within its bounds, except the interest or rents accruing from parsonage property, which may be applied to pay rent on the house occupied by the pastor. Provided further, that no church-house shall be sold that would result in the disbanding of a class, without the consent of the annual conference within the bounds of which said property is located. An exchange of church property for the purpose of federation with a church of another denomination in the community may be effected, when so desired, upon approval of the annual conference.

Unused Church-Houses.

14. When a house of worship outside of the jurisdiction of any quarterly conference ceases to be used by our own people for preaching or other religious purposes, it shall be the duty of the conference superintendent of the district in which such house is located to report the fact to the annual conference, which body shall authorize the board of conference trustees, to rent, lease, or sell such house of worship, as they may deem advisable, in accordance with the law of the state, and report the proceeds to the annual conference. The annual conference shall have power to use such proceeds to pay debts on other houses of worship, build new houses of worship, or turn the money into the funds of the conference church extension society, or conference church erection society, as may seem proper, at its own discretion. In no case shall a church-house and its premises be sold without the consent of the annual conference within whose bounds it is located.

Abandoned Parsonages.

15. Should any parsonage be permanently abandoned as such, the superintendent of the district in which such parsonage is located shall report the same to the annual conference, which body shall authorize the board of conference trustees, to rent, lease, or sell such parsonage and report the proceeds to the next annual conference, which body shall have power to use the money to pay debts on other parsonages or in building new ones within its borders, or to turn the money into the conference church extension society, or conference church erection society.

Transfer of Churches.

16. Whenever a lot is deeded to an English United Brethren church, or to a German United Brethren church, and one or the other ceases to exist in an organized form, by deaths, removals, expulsions, or otherwise, or whenever a majority of the members of said church shall decide to change either from the German to the English, or vice versa, then the members remaining shall have full right to make such improvements or repairs on said lot as may be desirable for the purpose of worship, and shall be entitled to peaceful possession.

Division of Interest.

17. In cases where fields of labor having parsonages upon them are divided, the disposition of said parsonages shall be submitted to a board of arbitration, consisting of three members of the church, one to be chosen by each quarterly conference and the third by these two, to whom the whole matter shall be referred, their decision of the case being final. In cases where more than two quarterly conferences are interested, the same plan shall be pursued. In case this plan fails the quarterly conferences shall instruct the conference superintendent to appoint a committee of three persons, all members of our church, but none of them residents or members of either of the fields affected, and their decision shall be final; provided, however, that such action shall be taken within two years of such division. When such adjustment is made, the claims assigned to the church withdrawing shall be equitably apportioned among the remaining churches of the charge.

Real Estate.

18. Other real estate held for church or parsonage purposes shall be subject to the same regulations as houses of worship and parsonages.

Conference or District Property.

19. Where there is no provision by the laws of the State for the incorporation of religious organizations, and there is property that belongs to a district or conference, such as parsonages for the use of bishops or conference superintendents, said conference or the conferences

of said district may elect a board of trustees, who shall be members of the Church of the United Brethren in Christ, residing within the district or conference, who shall have the right to receive deeds for such property and power to lease, rent, or sell the same.

20. Any quarterly conference that has appointed trustees for a bishop's parsonage shall fill all vacancies under the direction of the cooperating conferences.

Rentals and Royalties.

21. Subject to and in accordance with the laws of the State, the board of trustees of the local church, with the approval of the quarterly conference, may lease the lots and lands owned by said church for the production of oil, gas, coal, and other minerals upon such terms as may be deemed best; provided, however, that such mining operations shall not interefere with the purposes for which said lots and lands were, or hereafter shall be acquired.

22. The moneys received from such leases as rentals, royalties or otherwise, shall be used by the quarterly conference as far as practicable in the enlargement and improvement of the material resources of the church, and in the promotion of the conference or other general benevolence aims.

PART V

Boards, Departments, and Institutions

CHAPTER XIII

Board of Church Trustees.

1. Be it ordained by the General Conference of the Church of the United Brethren in Christ, That there shall be an incorporated board of trustees for the Church of the United Brethren in Christ, consisting of twelve members, a majority of whom shall be citizens of Ohio, one-half being elected by each General Conference for a term of eight years, or until their successors are elected. This board shall be known as the Trustees of the Church of the United Brethren in Christ, and its headquarters shall be in Dayton, Ohio.

Organization

2. The organization of this board shall be effected at its first regular meeting of each quadrennium immediately following the session of the General Conference by the election of a president and secretary for the quadrennium. The general church treasurer shall be the treasurer of this body. It shall meet on the call of the president annually, or whenever the president and secretary may determine. The board may elect an executive committee with authority to transact any necessary business in the interim of the board's sessions, subject to the approval of the board.

Duties.

3. It shall be the duty of the board to receive, hold in trust, or apply, for the benefit of the Church of the United Brethren in Christ, any and all funds, donations, grants, and bequests that may be given, directed, or conveyed to such board or to the United Brethren Church as such, for any benevolent purpose whatever. All such funds and the proceeds thereof shall be applied in harmony with the specified purpose of the donors, or in

the absence of such specifications, as the board may determine.

Reports.

The board shall report quadrennially to the General Conference of the church all funds and property received for the church and the disposition made of the same, and shall be answerable to, and under the direction of said General Conference.

CHAPTER XIV

General Church Treasurer.

The General Conference shall elect a general church treasurer, who shall be the treasurer of the board of trustees of the Church of the United Brethren in Christ, the Home Mission and Church Erection Society, the Foreign Missionary Society, the board of control of Sunday school, Brotherhood, and Christian Endeavor Work, the Board of Education, the Bonebrake Theological Seminary, the Historical Society, the General Conference expense fund, and other benevolence funds of the church. He shall receive and distribute all funds as provided and shall disburse them upon order of the board to which they are credited. This treasurer shall give bond for the faithful performance of his duty, the bond to be fixed by the Board of Administration and the salary by the General Conference.

CHAPTER XV

Printing Establishment and Church Publications.

Section I

PRINTING ESTABLISHMENT.

Name.

1. This establishment shall be called the Printing Establishment of the United Brethren in Christ.

Election of Officers.

2. The controlling authority herein granted shall be vested in the General Conference of said church, whose duty it shall be to elect the necessary agents and editors, and fix their salaries, and make or amend such rules as in its judgment it may deem expedient.

Trustees—Election and Duties.

3. The General Conference shall elect a board of nine trustees to serve for four years, or until their successors are elected, at least five of whom shall be residents of the State of Ohio, and at least three of whom shall be residents of Dayton or its vicinity.

4. The board of trustees thus elected shall, during the interval of the General Conference, take the oversight of the Printing Establishment. They shall meet annually, or oftener if need be, in the publishing house in Dayton, Ohio, on the call of their president. They shall also select a local committee of three of their number, from among those residing in Dayton or vicinity.

5. The local committee shall take the oversight of the establishment during the intervals of the meetings of the board of trustees. It shall meet monthly, or oftener if need be, and shall have power to order expenses curtailed in any department of the publishing house; and should there arise a difference of opinion between the agent and the editor of any of the publications as to what shall appear in the columns of any paper, the committee shall decide the matter; it shall also decide what books that have been approved by the book committee shall be published by the House and transact such other business as may come before it.

6. The board of trustees shall have full power at any meeting to discontinue any periodical when the interests of the church or Printing Establishment demand it; such action, however, shall not be taken except by a two-thirds vote of the board; and then the office and salary of the editor or editors shall cease.

7. It shall be the duty of the trustees to see that the agent and editors properly and faithfully discharge their duties. In case of dereliction of duty, they may suspend the delinquent party or parties from office until the General Conference; provided, however, that no one shall be suspended until a copy of the complaints in writing has been presented to the accused, and an opportunity given for defense before the board of trustees.

8. The trustees may make any by-laws which may seem to them expedient for the regulation of the minor concerns of the Printing Establishment, provided they are not inconsistent with any General Conference rule.

9. The editors, publishing agent, and trustees are authorized to make such changes and improvements in our literature during the quadrennium as may be necessary, and also to adjust any discrepancies between the periodicals in size and price.

Duties of Publishing Agent.

10. It shall be the duty of the agent to supervise and manage the business of the Printing Establishment, under the direction of the board of trustees; to regulate the publications and all other affairs of the house, except that which pertains to the editorial departments, in such manner as the interests of the church may require. He shall also furnish to the local committee, at each monthly meeting, a full and satisfactory statement of all the business transactions of the previous month; and, if desired by the committee, he shall present for examination all books, vouchers, and papers, and afford the committee every means and facility for a full and intelligent understanding of the business of the publishing house. He shall keep separate accounts with each department of the business, and also each periodical published, and carry into effect all of the instructions of the board of trustees and local committee.

11. The agent and local committee shall annually take an account of stock, including in the inventory all the

assets, of whatever nature, of the Printing Establishment at their estimated cash value, except the real estate, which shall be appraised by the local committee of the board of trustees at the end of each quadrennium, and the valuation shall not be changed prior to the close of the succeeding quadrennium except by the purchase, sale, improvement, or destruction of property. Such inventory shall also contain a full and detailed statement of all liabilities, profits, and losses. In making this financial exhibit, two separate and distinct accounts shall be kept. One shall be a complete financial account of the Printing Establishment proper, located on Fifth Street, Dayton, Ohio. The other shall be a complete account of the fiscal condition of the real estate at the corner of Fourth and Main streets, Dayton, Ohio, setting forth separately each piece of property owned or controlled by the publishing house. The agent and board of trustees shall have full control of credits and collections.

12. The agent shall prepare and publish a report of the condition of the Printing Establishment annually in the Religious Telescope, and shall also make a report to the General Conference. He shall make arrangements for *verbatim* reports of the proceedings of the General Conference for publication.

Vacancies.

13. Should any vacancy occur in any of the offices of the Printing Establishment, or in the board of trustees, the trustees shall fill such vacancy until the sitting of the succeeding General Conference.

Employment of Time.

14. No editor or officer employed in the Printing Establishment shall accept any office or engage in any business which will interfere with the duties of his office.

Proceeds.

15. The profits of the Printing Establishment, after a sufficient capital to carry on the business is retained, shall be applied to the benefit of traveling and worn-out itinerant preachers and their widows and orphans.

Section II

CHURCH PUBLICATIONS.

Book Committee.

1. The book committee shall be composed of the editor of the Religious Telescope, editor of the Watchword, editor of the Sabbath-school literature, the professor of theology in the Bonebrake Theological Seminary, and the publishing agent. The latter shall receive all manuscripts and have power to call the committee, and without the sanction of the book committee no book shall be published in the name of the church or publishing house during the interval of the General Conference. The agent and local committee shall select a book editor.

Authorship of Doctrinal Publications.

2. No one of our preachers or laymen shall become the author of any doctrinal book or pamphlet, in a printed form, in the name of the church, without the approbation of the book committee, or an annual conference, or of a committee chosen by the latter. If any preacher or layman violates this rule, he shall be accountable to the class, or to the quarterly or annual conference, as the case may be.

CHAPTER XVI

Board of Administration.

Organization.

1. The general Board of Administration shall consist of the active bishops, *ex officio*, and one minister and one layman for every fifty thousand members or major fraction thereof from each bishop's district in the United States, to be elected by the General Conference. The General Conference shall elect an executive secretary.

2. The board shall meet after the adjournment of General Conference on the call of the senior bishop. It shall elect a chairman and recording secretary, and such committees as shall be needed. It shall have power to appoint its times and places of meeting during the quadrennium.

3. The board shall have power to fill any vacancies in its own body which may occur during the quadrennium.

Duties of the Board.

1. The board shall prepare and promote the financial plan of the church under such instructions and such limitations as may be determined by the General Conference.

2. The board shall provide for the General Conference expense fund.

3. The board shall direct general efforts during the quadrennium to attain such church goals as have been determined by the General Conference.

4. The board shall receive reports from the general church treasurer, and to it he shall be responsible for the faithful performance of his duties.

5. The board shall direct the auditing of the accounts of all departments of the church, with a view to securing such uniformity of method and completeness of form as shall be most efficient, and shall give any needed information to the church.

6. The board shall have the management of the Ministerial Pension and Annuity Plan, subject to the provisions of the plan as adopted by the General Conference.

7. The board shall fill any vacancies in General Conference offices that may occur during the quadrennium, when no specific board is charged with that duty, and no other provision of the Discipline is made to fill such office.

8. The board shall be the co-ordinating body for the denomination to secure harmony and efficiency in the plans of all church departments. It shall have an advisory relation to all departments as to business methods and plans.

9. The board shall recommend to succeeding General Conferences such changes in the Discipline and plans of organization, and such methods of cooperation as it believes will increase the efficiency and co-ordinate the work of the entire church. Its recommendations shall be printed and mailed to each delegate to the next General Conference at least thirty days before the convening of the conference.

10. The board shall study the charters of institutions and societies of the church, giving to the General Conference any needed information regarding them; when necessary, it shall harmonize the action of the General Conference with such charters and with the State laws so that our property and interests in all instances may be preserved.

11. The board shall call at least once each year a conference of the annual conference superintendents, at such time and place as the board may designate, to consider questions of general interest, particularly in connection with the attainment of church goals.

12. The board shall assemble all reports to be presented to the General Conference, bind them in convenient form, and send a copy to each delegate at least ten days before the opening of the General Conference.

CHAPTER XVII

Department of Sunday School, Brotherhood and Christian Endeavor Work.

Section I

GENERAL CONSTITUTION.

In order to secure a general and systematic study of the Bible, the development of the various forms of men's work in the church, and the training of young people for the best service, we ordain the following constitution for the activities to be known as the Department of Sunday school, Brotherhood, and Christian Endeavor work, which shall be the legal successor to what was heretofore known as the General Sunday School Board, the Men's Movement, and Young People's Christian Endeavor Union.

Article I—Board of Control.

The department of Sunday School, Brotherhood, and Christian Endeavor work, shall be under the direction of a general board of control.

The board shall be composed of nine members, at least five of whom shall be laymen, elected by the General Conference, together with the editors of the Sunday-school literature, the editor of the Watchword, the general publishing agent, and a member of the board of bishops, designated by that board. A majority of the board shall constitute a quorum.

Article II—Object.

The object of this department shall be to promote the organization, growth, and efficiency of Sunday schools, Brotherhoods, and Christian Endeavor societies, and hold such conventions, schools of methods, etc., as may be deemed wise and necessary.

Article III—Officers and Meetings.

1. This board shall be convened by the bishop, who is a member of the board, within thirty days after election, and shall be organized by electing a president and recording secretary.

2. The general treasurer of the church shall be the treasurer of this board.

3. The board shall meet annually in the month of April or May on such day or days as it may from time to time determine; other meetings may be held upon the call of the president of the board.

Article IV—Executive Committee.

The board shall elect annually five persons as an executive committee for the department of Sunday school and Brotherhood work, and five persons as an executive committee for the department of Christian Endeavor work, which committees shall act in the interim of the board meetings. These committees shall meet at least twice each fiscal year in joint session with a view to a full consideration of all matters pertaining to both departments, and a symmetrical interrelation and correlation of their respective programs.

Article V—Vacancies.

The board shall be empowered to fill vacancies occurring during the quadrennium.

Article VI—Funds.

1. The sources of the funds shall be an apportionment from the board of administration and the offerings from the observance of Children's Day, Brotherhood Day, and Christian Endeavor anniversary day.

2. The funds of the department of Sunday school and Brotherhood work shall be used to assist in maintaining Sunday schools in home and foreign fields, in organizing and promoting the best interests of Bible classes, Brotherhoods, leagues, etc., and for defraying the legitimate expenses of the department; provided that the principal of all permanent funds shall be carefully invested and only the income therefrom be expended.

3. The funds of the department of Christian Endeavor work shall be used in promoting religious work among our young people, in providing for their training in Christian service throughout the entire denomination, and in helping to defray the expenses of the department.

4. All applications for literature for Sunday schools shall be made through the general secretary, and the

granting of requests shall be subject to regulations prescribed by the board or executive committee. Appropriations shall be made only to Sunday schools conducted in harmony with the disciplinary provisions of the United Brethren Church, or to schools giving satisfactory evidence that they will soon become such.

Article VII—Duties of Officers.

1. The president shall preside at the meetings of the board. He shall also call special meetings of the board when, in his judgment and that of the executive committee, it is necessary.

2. The recording secretary shall keep an accurate record of the business transactions of the board in a book provided for that purpose, and under direction of the president shall issue the call for the regular and special sessions of the board.

3. The general church treasurer shall hold in trust the funds of the board and disburse the same on orders properly signed by the general secretary of each department respectively, such disbursements having been authorized by the executive committees.

4. It shall be the duty of the general secretary of the department of Sunday school and Brotherhood work, when at all practicable, to visit the conferences in the interest of the work of his department; to endeavor to stimulate interest in Sunday schools and Brotherhoods by presenting the most approved methods of work; to urge the organization and maintenance of all recognized departments; to promote officer- and teacher-training and the observance of Children's Day; to promote Week Day and Summer Vacation Bible Schools; and to aid in developing Christian benevolences and interest in missions in Sunday schools and Brotherhoods.

5. It shall be the duty of the general secretary of the department of Christian Endeavor work to plan for and promote the most approved methods of work among our young people; to visit conferences and hold institutes in connection with conference union conventions wherever practicable; to consult with conference union officers as to the best ways of increasing the efficiency of the local societies; and to stimulate religious training among our young people.

6. The general secretaries shall keep a record of all

bequests, legacies, notes, and other valuable papers coming into their possession and turn them over to the general church treasurer for safe deposit; they shall prepare and publish quadrennial reports for the General Conference and perform such other duties as the board may direct.

Article VIII.

Committee on Courses of Study for the Sunday School.

A standing committee consisting of five members, two of whom shall be the editor of the Sunday-school literature and the general Sunday-school secretary, shall be appointed by the executive committee of the department of Sunday school and Brotherhood work. It shall be the duty of this committee to study the whole matter of religious education, examine all proposed courses of study, including those prepared by the International Sunday School Lesson committee, and superintend the preparation of any new courses that may be deemed necessary to meet the requirements of our Sunday schools.

Article IX—Annual-Conference Relations and Duties.

1. Each annual conference shall elect annually a conference board, consisting of three or five members, together with the bishop and the conference superintendent. This board shall meet before the adjournment of the annual conference and organize by electing a president, secretary, and treasurer. The duties of this board shall be:

(1) To stimulate the development of Sunday-school and Brotherhood work within the bounds of the conference.

(2) To appoint a conference children's division superintendent, young people's division superintendent, and such other officers as may be found necessary to promote the work of the Sunday schools in the conference.

(3) To collect and preserve the statistics of Sunday schools and Brotherhoods of the conference, and transmit to the general secretary of the department of Sunday school and Brotherhood work a list, with the names and addresses of Sunday-school superintendents and Brotherhood presidents.

(4) To represent the interests of this department before the annual conference and hold an anniversary service at each annual conference session.

It shall be allowed by the annual conference sufficient funds to perform the duties outlined above.

SECTION II

SUNDAY-SCHOOL WORK.

Organization of New Sunday Schools.

In organizing a new school the pastor shall pursue such plan as he may think advisable to secure a superintendent, secretary, treasurer and such other officers as may be necessary. Such officers shall be active Christians and, when at all possible, members of our church. They shall hold office for one year, and shall perform the duties which usually pertain to such offices.

CONSTITUTION FOR A SUNDAY SCHOOL.

It is recommended that all the Sunday schools adopt the following constitution; provided, that any school may have the privilege of enacting such by-laws for its better regulation as will not conflict with the constitution. If this form is not used, the constitution as adopted shall be in harmony with the provisions of the Discipline.

Article I—Name.

This school shall be known as the United Brethren Sunday school of ——————.

Article II—Object.

The object of the school shall be to gather in all people for the study of the Bible and of the various activities of the church, to secure the salvation of souls, to train for Christian service, and to promote the worship of God.

Article III—Officers.

1. The officers shall be the pastor, the general superintendent, and superintendents for the Children's, the Young People's, and the Adult divisions, a secretary, a treasurer, a librarian, a chorister, an organist, and such other officers as may be necessary. The duties of these officers shall be such as usually pertain to such offices. Whenever it is deemed necessary for the interests of the school an assistant may be elected in each of

these offices; all of whom shall be subject in their official duties to their superior officers, except in the absence of such superiors.

2. There shall be an executive committee of at least three, chosen by the school, one from each division, a majority of whom shall be members of the United Brethren Church at ————-. The pastor and superintendent shall also be members *ex officio*. It shall be the duty of this committee to select and order a suitable amount of our own literature and helps for the school from time to time, and look after the general interests of the school.

3. The executive committee, in conjunction with the teachers of the school, may at least one week prior to the time of the annual election nominate suitable persons as candidates for each of the various offices of the school; provided that, on stations, if desirable to the pastor, the election of the superintendent may be by the official board.

4. All elections in this school shall be by ballot, only enrolled members over twelve years of age voting.

5. The superintendent, when at all possible, shall be a member of the United Brethren Church in good and regular standing. He, with the approval of the pastor, shall appoint the teachers; provided, however, that regularly organized adult classes may select their teachers, subject to the approval of the superintendent and pastor.

6. The pastor of the church shall preside at each annual election, whenever practicable, and the superintendent or pastor shall preside at all special elections.

Article IV—Vacancies.

Vacancies for unexpired terms shall be filled in the same manner and form as above provided for annual reorganization.

Article V—Organized Classes.

To promote greater efficiency and to increase attendance in our Sunday schools, all classes above the junior age shall be organized as soon as possible and they shall secure their charters from the general secretary of the denominational Sunday-school board.

Article VI—Missions.

As each Sunday school has auxiliary relationship to the Home Missionary and Church Erection Society and the Foreign Missionary Society of our denomination, this school shall observe a monthly missionary day, when a brief missionary exercise shall be rendered and a missionary offering taken. In places where a monthly missionary day seems impracticable, each school shall be required to observe such a missionary day once a quarter. The first and third quarters of the calendar year including Easter shall be devoted to the study of foreign missions; the second and fourth quarters to the study of home missions; the missionary offerings during these periods shall go to the benevolence budget. In order to carry out this program each school shall appoint a missionary superintendent or committee.

Section III

BROTHERHOOD WORK.

A Brotherhood may be comprised of a men's Bible class, a federation of two or more men's Bible classes, or may be a separate organization including all the men of the church and community, providing it subscribes to the Brotherhood objectives. The number of committees may be diminished or increased at the discretion of the Brotherhood.

CONSTITUTION OF A BROTHERHOOD.

Article I—Name.

The name of this organization shall be the Otterbein Brotherhood of the ———————— Church, United Brethren in Christ.

Article II—Object.

The object of this organization is to promote the Brotherhood spirit; to secure the salvation, spiritual growth and activity of our men; to create interest in Bible study and Christian fellowship among men; to increase the efficiency of the local church; to encourage denominational loyalty; to enlist all the men of the community in movements for social, civic, and industrial betterment. One of the definite objects of the Brotherhood shall be to devise plans whereby the boys of the community may be won to Christ and the church.

Article III—Membership.

1. Any man over sixteen years of age shall be eligible to membership, if approved by the executive committee and elected by a majority of the members present at any regular meeting of the Brotherhood.

2. Each member shall be required to pay a monthly due of ———————— cents.

Article IV—Meetings.

1. Devotional.—The Brotherhood may hold weekly or monthly devotional meetings for the study of the Bible, prayer, and testimony. All members of the Brotherhood shall be encouraged to take part.

2. Business.—Business meetings shall be held monthly or quarterly or oftener at the call of the executive committee.

3. ————— members present at any regular or special meeting shall constitute a quorum for the transaction of business.

4. At the regular business meetings the officers and chairmen of committees shall submit written reports of work done.

Article V—Officers.

1. The elective officers shall consist of a president, vice-president, secretary, and treasurer. They shall be elected for one year by a majority of the members present at the annual meeting and shall hold office until their successors are chosen.

2. The president and treasurer shall be members of the local church where this Brotherhood is organized.

Article VI—Duties of Officers.

1. The president shall preside at all business meetings and shall be a member *ex officio* of all regular committees.

2. The vice-president shall assist the president and shall perform all the duties of the president in case of the latter's absence or disability, and may be the director of the boys' work of the Brotherhood.

3. The secretary shall keep a roll of the membership and a record of all the proceedings of each business meeting. He shall report the formation of the Brotherhood to the conference organization and to the office of

the board of control of Sunday school and Brotherhood work, and from time to time report for publication items concerning the progress of the Brotherhood.

4. The treasurer shall collect all dues, keep moneys, and pay all bills upon the authorization of the president and secretary. He shall make a report of all receipts and disbursements at the regular business meetings of the Brotherhood and shall be a member of, and report to, the official board and the quarterly conference.

Article VII—Standing Committees and Their Duties.

1. There shall be seven standing committees—executive, membership, devotional and religious work, social and fellowship, Bible, mission study and Sunday school, moral reform work, and work for boys. Other committees may be appointed as desired by the Brotherhood.

2. The executive committee shall consist of the pastor, officers of the Brotherhood, and the chairmen of the standing committees. This committee shall outline plans and aims for the Brotherhood and stimulate the different committees in their specific duties.

3. The membership committee shall seek to win new members, prayerfully follow up all delinquents, visit the sick, and provide as far as possible for the relief of all members in distress.

4. The devotional and religious work committee shall provide leaders and topics for such devotional meetings as shall be agreed upon, aid in building up the church prayer-meeting and other church services, and plan such other meetings as will promote the religious life of boys and men.

5. The social and fellowship committee shall provide social functions, welcome strangers and newcomers to the church services, Sunday-school and Brotherhood meetings, and in every way encourage friendliness among men and boys.

6. The Bible, mission study and Sunday-school committee shall seek to interest men in the study of the Bible and missionary books as authorized by our mission boards, and cooperate in the organization of men's and boys' classes in the Sunday school.

7. The moral reform committee shall bring to the notice of the Brotherhood all urgent problems of moral

reform and aid in advancing the cause of civic righteousness through the Brotherhood.

8. The committee on work for boys shall labor earnestly to carry on Christian work among boys.

Article VIII—Special Offering.

The Brotherhood shall take an offering each year in the month of January for the board which promotes it.

Article IX—Amendments.

This constitution may be amended at any regular business meeting of the Brotherhood by a two-thirds vote of the members present, provided the amendment was submitted to the Brotherhood at a previous meeting.

Any by-laws may be adopted for increasing the efficiency of the Brotherhood, provided such are in harmony with this constitution and the Discipline of the church.

Section IV

CHRISTIAN ENDEAVOR WORK.

(A) CONSTITUTION FOR THE CONFERENCE CHRISTIAN ENDEAVOR UNION.

Article I—Name.

This organization shall be called the Christian Endeavor Union of the ———— Conference of the Church of the United Brethren in Christ.

Article II—Object.

The object of this union shall be to unite the Christian Endeavor societies of the conference for mutual helpfulness, for stimulating church loyalty and an intelligent interest in the various church enterprises, and for the organization and extension of Christian Endeavor societies within the conference.

Article III—Membership.

1. Any Young People's Society of Christian Endeavor or any other Young People's Christian organization connected with the United Brethren Church in this conference, may be a member of this conference union. Local Junior and Intermediate societies may likewise be members.

2. Each Christian Endeavor society shall be entitled

to ———— delegates and each Junior and Intermediate to ———— delegates to the convention of the conference union.

Article IV—Officers.

1. The officers shall be a president, a vice-president, a recording secretary, a corresponding secretary, a treasurer, a Junior superintendent, and an Intermediate superintendent, and such other department superintendents as may be deemed necessary. These shall be elected at the regular convention of the union.

2. The conference executive committee shall consist of all the regularly elected officers and such others as may be elected. The committee should cooperate with the conference board of control.

Article V—Duties.

1. The duties of the president, vice-president, and treasurer shall be such as usually devolve upon such officers.

2. The duties of the recording secretary shall be to keep a record of all transactions of the union and of the executive committee.

3. The duties of the corresponding secretary shall be to keep a list of the societies in the conference, with the name of the president and corresponding secretary of each, and a list of the officers of the conference union; to furnish the same to the general secretary of the department of Christian Endeavor work, and to conduct all correspondence.

4. The Junior and Intermediate superintendents shall have charge of the Junior and Intermediate work in the conference.

5. The executive committee shall look after the interests of the Christian Endeavor societies in the conference, provide for meeting necessary expenses, for the collection of annual dues, arrange for the annual meetings, and perform such other duties as may be required by the department of Christian Endeavor work.

Article VI—Conventions.

The conventions of this conference union shall be held annually at such time and place as may be determined by the union or by its executive committee.

Article VII—Finances.

The funds for the regular work of this union may be raised by voluntary gifts, or by annual dues levied upon each Christian Endeavor, Intermediate, and Junior society in the conference, the amount to be determined by the union. Each society shall also make a contribution by dues or otherwise to the benevolence budget.

The missionary funds raised by the Junior Christian Endeavor societies for missionary purposes other than conference missionary objects shall be sent to the conference Christian Endeavor union treasurer to be forwarded to the treasurer of the Women's Missionary Association, at Dayton, Ohio.

Article VIII—By-Laws.

The conference union may adopt such by-laws as conference conditions and needs may require, provided that no by-laws inconsistent with the general good of the Christian Endeavor work in the church shall be enacted.

(B) CONSTITUTION FOR A YOUNG PEOPLE'S SOCIETY OF CHRISTIAN ENDEAVOR.

Article I—Name.

This society shall be called the Young People's Society of Christian Endeavor of *———— United Brethren Church of †————.

Article II—Object.

It shall be the object of this society to promote an earnest Christian life among its members, to increase their mutual acquaintance, to make them more useful in the service of God, to promote loyalty to the Church of the United Brethren in Christ, to study its life and interests, and to seek in every proper way to assist in the growth of both the local church and the denomination at large, as our particular part of God's Zion.

Article III—Membership.

1. The members shall consist of three classes, active, associate, and honorary.

2. Active Members.—The active members of this society shall consist of the pastor and all Christian young

[1]Insert name of church. †Insert name of place.

people who sincerely desire to accomplish the object above specified. Voting powers shall be vested only in the active members.

3. Associate Members.—All young persons of worthy character who have not as yet publicly professed their faith in Christ, may become associate members of this society. They shall have the special prayers and sympathy of the active members. It is expected that all associate members will regularly attend prayer meetings and that they will in time become active members.

4. Honorary or Affiliated Members.—Persons who for any reason cannot assume the duties of active membership, but who are interested in the society, and desire to promote its welfare, may become honorary members. Honorary members are expected to support the society financially and otherwise.

5. These different persons shall become members upon election by the society.

Article IV—Officers and Committees.

1. The officers of this society shall be a president, a vice-president, a recording secretary, a corresponding secretary, and a treasurer, all of whom shall be chosen from the active members of the society. The president should be a member of the United Brethren Church.

2. Executive Committee.—This committee shall consist of the pastor of the church, the officers of the society, the chairmen of the various committees, and the Junior and Intermediate superintendents. All matters requiring debate may be brought first before this committee.

3. Other Committees.—There shall be appointed by the executive committee from the active membership such committees as shall be necessary to carry on the work of the society, these committees to be selected from the list suggested in the by-laws.

Article V—Duties of Officers.

1. President.—The president of the society shall perform the duties usually pertaining to that office. He shall have general oversight of the interests of the society, and it shall be his care to see that the different committees perform the duties devolving upon them. He shall make a report of the work of the society at

each session of the quarterly conference or official board.

2. Vice-President.—The vice-president shall assist the president in promoting the interest of the society and shall perform the duties of the president in his absence.

3. Recording Secretary.—The recording secretary shall keep a record of the members, and correct it from time to time, as may be necessary; shall obtain the signature of each newly-elected member to the pledge; shall correspond with absent members, and inform them of their standing in the society; shall keep correct minutes of all business meetings of the society; and shall notify all persons elected to office or to committees, in writing, if necessary.

4. Corresponding Secretary.—The corresponding secretary shall keep the local society in communication with the general secretary of the department of Christian Endeavor work, and with other local societies; and shall *present* to his own society such matters of interest as may come from the department of Christian Endeavor work, or from the conference union, or from other Christian sources. He shall also report to the general secretary of Christian Endeavor work the number of persons who have adopted the Christian stewardship plan, the comrades of the quiet hour, the life work recruits, and the number enrolled in mission study classes. This office shall be permanent, and the name shall be forwarded to the corresponding secretary of the conference union and then to the general secretary of the department of Christian Endeavor work, at Dayton, Ohio.

Article VI—The Prayer Meeting.

1. All the active members shall be present at every meeting, unless detained by some absolute necessity, and each active member shall take some part, however slight, in every meeting. To the above all the active members shall pledge themselves, understanding by "absolute necessity" some reason for absence which can conscientiously be given to their Master, Jesus Christ.

2. Once each month a consecration, or covenant, meeting shall be held, at which each active member shall renew his vows of consecration.

3. At each consecration meeting the roll shall be called, or some other effective method of making the record may be employed, and the responses of the active

members who are present shall be considered a renewed expression of allegiance to Christ. It is expected that if any one is obliged to be absent from this meeting he will send a message, or at least a verse of scripture, to be read in response to his name at the roll-call.

4. If any active member of the society is absent from this monthly meeting and fails to send a message, the look-out committee is expected to take the name of such a one, and in a kind and brotherly spirit ascertain the reason for the absence. If an active member of the society is absent and unexcused from three consecutive monthly meetings, his name may be stricken from the list of members, on the approval of the executive committee.

5. The lookout committee shall present to all candidates for membership the following, or some other form of the Christian Endeavor pledge, to be signed:

Trusting in the Lord Jesus Christ for strength, I promise him that I will strive to do whatever he would have me do. I will make it the rule of my life to pray and read the Bible, to support the work and worship of my church, and to take my part in the meetings and other activities of this society. These things I will do unless hindered by conscientious reasons; and in them all I will seek the Savior's guidance.

(Signed) .....

Article VII—Business Meetings and Elections.

1. Business meetings shall be held monthly on an evening designated by the society, or at any other time upon call of the president.

2. An election of officers and appointment of committees shall be held annually during the month preceding the annual conference session, and the term of office shall begin with the conference year. Names shall be proposed by a nominating committee appointed by the president.

Article VIII—Relation to the Church.

1. This society shall at no time adopt any rule or practice contrary to the Discipline and usages of the United Brethren Church.

2. This society shall be auxiliary to the ———— Conference Christian Endeavor Union of the United Brethren in Christ.

Article IX—Finances.

1. This society shall pay to the conference union treasury, as dues, such sum as may be determined by the conference union. It shall also collect dues from each Junior and Intermediate society. The payments shall be forwarded by the treasurer of this society, on order, to the treasurer of the conference union. The amounts are due the first of January each year and should be paid during that month.

2. This society shall help in raising the benevolence budget of the local church and shall cooperate with any financial enterprise of the conference union.

3. This society should take a free-will offering for the department of Christian Endeavor work on Christian Endeavor anniversary day.

Article X—Amendments.

This constitution may be amended at any regular meeting by a two-thirds vote of the members present, one week's notice having been given; provided that Article II and Article IX shall not be changed.

By-Laws.

Article I—Meetings.

1. Regular Meetings.—This society shall hold a meeting on ———— evening of each week. The ———— regular meeting of each month shall be a testimony or consecration meeting. The regular business meeting shall be on the ———— of each month.

2. Meetings for Study.—Meetings for the study of Christian Endeavor, personal evangelism, missions, Christian stewardship, and Christian citizenship may be held as determined by the society.

3. Literary Meetings.—Literary meetings for the rendering of literary programs may be held at such time as the society may determine, provided that nothing shall be given inconsistent with our position as a Christian society.

Article II—Leadership Training Course.

This society shall encourage its members to pursue the leadership training course outlined by the Department of Christian Endeavor Work, and secure the cred-

its from time to time. Endeavorers shall also be encouraged to pursue the Supplemental Personal Efficiency Course.

Article III—Methods of Raising Money.

Funds for the society may be raised by regular dues, payable at the regular monthly business meeting or at the consecration meeting, or the society may adopt other systematic plans for the finances.

Article IV—Suggested Committees and Their Duties.

1. Executive Committee.—See Constitution, Article IV, Section 2.

2. Lookout Committee.—It shall be the duty of this committee to bring new members into the society, to introduce them to the work and to the other members, and to look after and reclaim any that seem indifferent to their duties. This committee shall also, after consideration, propose names for membership, at least one week before their election.

3. Devotional Committee.—This committee shall have in charge the meetings, and shall see that a topic is assigned and a leader appointed for every devotional meeting. It shall also assist the leader in increasing the interest in the devotional meetings. A member of this committee may be superintendent of the quiet hour.

4. Social Committee.—It shall be the duty of this committee to promote the social interests of the society by welcoming strangers to the meetings, and by providing for the mutual acquaintance of the members by occasional sociables, for which any appropriate entertainment of which the church approves may be provided.

5. Church and Sunday-school Committee.—It shall be the duty of this committee to visit the young people of the community and strangers, invite them to the Sunday school and church services, and see that they are properly received at these meetings. The committee shall also cooperate with the pastor of the church and the superintendent of the Sunday school in any way which they may suggest for the benefit of the church and Sunday school.

6. Missionary Committee.—It shall be the duty of this committee to awaken an intelligent missionary enthusiasm among the members of the society. This in-

terest is to be aroused by holding missionary meetings, promoting mission study classes, and by using missionary funds as directed by the society.

7. Music Committee.—It shall be the duty of this committee to provide for the singing at the Christian Endeavor meeting, also to turn the musical ability of the society into account, when necessary, at public religious meetings.

8. The Relief Committee.—It shall be the duty of this committee to do what it can to cheer and aid, if possible and necessary by material comforts, the sick and destitute among the young people of the church and Sunday school.

9. The Efficiency Committee.—The efficiency committee shall endeavor to have the society adopt some efficiency standard and shall have charge of the literary work of the society. It shall also do what it can to circulate the Watchword, Religious Telescope, and all other periodicals of the church, among the families of the congregation, as the pastor of the church may direct. It should distribute tracts and introduce good reading matter wherever practicable. A member of this committee may be the Watchword agent.

10. Christian Stewardship Committee.—It shall be the duty of this committee to practice and teach by every possible means the duty of systematic, proportionate giving to the cause of Christ of at least one-tenth of the income of the members of the society, and to secure and preserve a roll of the members who practice such giving, or will promise to do so, and through the corresponding secretary of the society forward a list of such names to the general secretary of the department of Christian Endeavor work or to the secretary of the Board of Administration.

11. College Committee.—It shall be the duty of this committee to keep the society in touch with the college with which the conference cooperates, to awaken a desire in the young people for college training, and communicate the names of the persons who may desire to attend the college to the president of the college, and to promote the interest of the college in any reasonable way in which the college authorities may suggest. A member of this committee may be superintendent of life work recruits.

Article V—Elections.

The election of officers shall be held at the regular business meeting in ————. A nominating committee may be appointed by the president.

Article VI—Quorum.

———————— members shall constitute a quorum for the transaction of business.

Article VII—Amendments.

These by-laws may be amended by a two-thirds vote of the members present.

(C) CONSTITUTION FOR A JUNIOR OR AN INTERMEDIATE CHRISTIAN ENDEAVOR SOCIETY.

Article I—Name.

This organization shall be known as the Junior (or Intermediate) Christian Endeavor Society of *———— United Brethren Church of †————.

Article II—Object.

The object of this society shall be to promote in its members a pure and worthy character, to aid in the study of the Bible, and to cultivate the principles of loyal service to Christ.

Article III—Membership.

1. The members shall be boys and girls **who shall have been approved by the superintendent, and elected by a majority of the members present at any regular meeting.

2. All those who become members shall pledge themselves to attend regularly the meetings of the society and to observe good order in them.

Article IV—Junior or Intermediate Society Pledge.

Trusting in Jesus Christ to help me, I promise that I will strive to do whatever he would like to have me do; that I will pray and read the Bible, and keep the Sabbath day holy; and that just so far as I know how I will

*Insert name of church. †Insert name of place.

**Boys and girls usually are called Juniors between the ages of six and twelve or thirteen, and Intermediates between thirteen and eighteen.

try to lead a good life; that I will be present at every meeting when not hindered by sickness or some other just cause; and that I will take some part in the meetings, especially the monthly recognition meetings.

PARENT'S ANSWER.

I have carefully read the accompanying pledge and cheerfully give my consent for ———— to sign it, and will do what I can to help ———— to keep it faithfully.

Parent's name.....

Adress.....

Article V—Officers.

1. The officers of this society shall be a superintendent and such assistant superintendents as may be needed, a president, vice-president, secretary, and treasurer.

2. The superintendents may be appointed by the pastor, or elected by the Christian Endeavor society of the church, with the approval of the pastor and official board.

Article VI—Duties of Officers.

1. The superintendent shall have general charge of the society and its work. A report is to be made to each quarterly conference.

2. The assistant superintendents shall aid the superintendent in promoting the work of the society. The first assistant may care for all the funds received from the treasurer.

3. The president shall preside at all business meetings, under the advice of the superintendent.

4. The vice-president shall conduct business meetings in the absence of the president.

5. The secretary shall keep a record of the names and attendance of members, and all of the proceedings of all business meetings.

6. The treasurer shall take the collections, enter the amount in a book provided for that purpose, and turn over the money to the assistant superintendent for safe keeping. A record shall also be kept of all expenditures as directed by the superintendent and society.

Article VII—Committees.

There shall be such committees as the superintendent deems necessary. The members of the committees may

be nominated by the superintendent and elected by the society.

1. Lookout, or Membership Committee.—This committee shall secure the names of those who should join the society and seek to induce them to become members. It shall also aid in keeping the members faithful in attendance and taking part.

2. Prayer Meeting, or Devotional.—This committee shall help the superintendent to arrange programs, provide music, distribute Bibles, singing books, tracts, etc., and aid in every way which the superintendents may direct to promote the interests of the meetings.

3. Social.—This committee shall welcome the members to the meetings and help the superintendent in holding socials.

4. Temperance.—To canvass for signatures to the temperance pledge under the direction of the superintendents, and to help in any other way to promote temperance work among boys and girls.

Temperance Pledge.—I hereby promise, God helping me, to abstain from the use of tobacco in every form, from the use of wine, beer, and other intoxicating drinks, and from the use of profane and unclean language.

5. Executive Committee.—The pastor, superintendents, and the officers shall compose the executive committee, which shall have full control of the affairs of the society.

Article VIII—Meetings.

1. A devotional meeting shall be held every week, the exercises of which shall consist of prayers, scripture reading and study, singing, and testimony.

2. Once a month the meeting shall be known as the recognition meeting. At some time during the exercises the pledge shall be recited in concert, and the roll called. The responses shall be considered a renewal of the pledge of the society.

3. Monthly missionary meetings shall be held at which time missionary offerings may be taken.

4. All meetings shall be in charge of the superintendent, employing the members as leaders in the best manner to train them.

5. The superintendent or assistant shall use a part of the hour of the weekly meeting, when deemed best, for

special instruction in Bible truth, missions, church life and stewardship under the plan known as the Supplemental Personal Efficiency Course outlined by the Department of Christian Endeavor Work.

Article IX—Relationship.

This society shall be considered a department of the church with which it is connected. It shall also sustain a close and intimate relation to the Young People's Society of Christian Endeavor of the church, with which the members of the Junior or Intermediate society are expected to connect themselves when they have reached the proper age.

The Junior Christian Endeavor society in its missionary activities shall cooperate with the Women's Missionary Association, which in turn, may assist the Junior superintendent in cultivating a missionary interest among the Juniors by suggesting missionary literature and information.

Article X—By-Laws.

1. The regular meetings of this society shall be held ————. The last meeting of each month shall be a recognition meeting. The business meeting shall be ————.

2. The superintendent, in consultation with the pastor, shall at each election propose names of available members for the several offices, who shall be elected by a majority of the members present. The officers shall be elected and the committees appointed for a term of six months, and shall enter upon their duties the ——— day of ——— and the ——— day of ——— each year.

3. The funds for the expenses of the society and other purposes may be raised by regular dues or by offerings taken at the monthly recognition meetings, or at other meetings as the superintendent may arrange.

4. Special meetings of the society may be called at any time by the pastor or superintendent.

5. The committees should hold a meeting with the superintendent once a month for consultation about their work.

6. This constitution and these by-laws may be amended at any regular meeting upon the recommendation of the executive committee.

CHAPTER XVIII

EDUCATION.

SECTION I

BOARD OF EDUCATION.

Article I—Constitution.

1. The Board of Education of the Church of the United Brethren in Christ shall be composed of the following: The active bishops, *ex officio*, the presidents of our colleges, the president of the Bonebrake Theological Seminary, and six persons to be elected for eight years, by the General Conference, one-half at each session. Seven members of the board shall constitute a quorum.

2. There shall be a general secretary of education, elected by the General Conference.

Article II—Organization.

1. The officers of the board, in addition to the general secretary, shall be a president and a vice-president, who shall be elected by the board at the first session immediately after the adjournment of General Conference, and these officers shall hold office until the next General Conference.

2. The general secretary of education, under the direction of the board, shall conduct the correspondence, keep the records, and in all his official conduct shall be subject to the authority and control of the board. His time shall be entirely employed in conducting the affairs of the board and promoting its objects by making educational investigations, by traveling in its interests, by visiting the schools of the church and lending assistance to the officers thereof, by making educational addresses, by soliciting funds and students for the schools of the church, by compiling statistics and other information for the uses of the board, and by performing such other labors as will assist the existing schools of the denomination and those hereafter established to a higher degree of efficiency, and perform such other duties as the board may from time to time require.

3. There shall be at least one session of the board

each year. Special meetings of the board may be called by the president, upon the request of five members.

4. In the case of a vacancy occurring in the board, by death or otherwise, the board shall have power to fill the vacancy, the election to be by ballot, and the person elected to hold office until the next meeting of the General Conference.

Article III—Executive Committee

The board shall have power to appoint an executive committee from its own membership, and take such other measures to accomplish the object of its creation as shall not be inconsistent with this constitution.

Article IV—Work of the Board.

1. The work of the board shall be to assist in every way the cause of higher education in the church, to awaken and stimulate an interest in this important work throughout the borders of our Zion, to encourage and aid our educational institutions that are striving to bring the church to greater efficiency, and to unite the friends of education in their efforts, that greater unity of plan may be secured, and the forces of the church combined to give our people advantages commensurate with the needs of the present day.

2. It shall seek by the publication of tracts, pamphlets, addresses, or books upon educational questions, to diffuse among our members a more general knowledge of the value of a sanctified education and of a well-instructed ministry, and thereby awaken in them a better appreciation of our institutions of learning and of the obligations resting upon church members to give of their substance for their support.

3. It shall make an annual report of the general and financial conditions of the colleges and other educational institutions of the church, and make such recommendations to the managers of these institutions as will help to make them more effective.

4. This board shall determine the number of colleges and academies, and the standards for the various grades of institutions of learning and the cooperating territory of each. In the readjustment of cooperating territory of existing institutions, the board shall seek such an equitable adjustment as may be satisfactory to the conferences and institutions concerned.

5. The board shall determine the standard of colleges which grant the bachelor degree. The remainder of our schools may be junior colleges or academies or may be discontinued, at the discretion of the board. The junior colleges and academies shall cooperate with the standard colleges in course of study, in students, and in every way possible in their respective districts. The courses of study of like-grade schools shall coordinate as far as possible, based upon the minimum of units as outlined by the board.

6. No church school shall be established, discontinued, relocated, or consolidated with another without the consent of this board, expressed by a two-thirds vote of the entire board.

7. The board, through its secretary, shall make to the General Conference a report of all the work done during the preceding four years, including money received by collections, bequests, or otherwise, the amount paid out, and the purpose for which it was paid. The board may propose to the General Conference, from time to time, such plans as it may consider useful or necessary for the success of the work committed to it.

Article V—Education Fund.

1. There shall be an education fund under the control of this board, to be raised by the secretary and members of the board, in the form of cash, gifts, death notes, bequests, etc. This fund shall be appropriated at the discretion of the board.

2. To accomplish the work of the board of education, an annual offering may be taken, or, if the board thinks best, the amount to be raised by the various conferences may be apportioned according to the judgment of the board and in accord with the decision of the Board of Administration. The funds thus raised shall be sent to the conference treasurer.

Article VI—Annual Conference Board.

There shall be a board of education in each annual conference, which shall report annually to the annual conference. The bishop of the district and the conference superintendent shall be *ex officio* members of this board. The number of members of this board, the method of their election, and their organization shall be determined by the general board of education. This board shall act

in cooperation with the general board in developing our educational interests within its territory. The local institutions and this board shall work in harmony.

Article VII—Amendments.

No addition or amendments to the provisions of this constitution shall be made except by consent of a majority of the members of the General Conference present at any of its sessions. Notice of any proposed addition or amendment shall be given at least one day previous to its consideration.

Section II

Beneficiary Aid.

Article I—Beneficiary Aid Fund.

The Board of Education shall raise funds by collection, donation, or bequest, to aid by loan, without interest, as the executive committee may determine, in educating, in both their collegiate and theological courses, worthy young persons who are preparing themselves for the work of the gospel ministry, or as missionaries in the United Brethren Church; provided, however, that the board may receive money and use it for other educational purposes, as donors may direct.

Article II—Recommendations for Aid.

Young persons aided by this board must first be recommended as suitable persons to receive aid by the conference in whose bounds they live, or to which they belong; or by the board of foreign missions, when the applicant does not reside within the bounds of any conference, or by an educational committee appointed by the conference, to which all requests for aid, not acted upon by the conference, or which shall occur during the interim of its sessions, shall be referred.

Article III—Delinquents.

No person having received aid from the board of education may be granted an honorable dismissal by his conference until he shall have made satisfactory settlement with the board. The bishops are directed to enforce this provision.

SECTION III

EDUCATION DAY.

There shall be observed annually in each congregation an education day, at which time pastor and people shall give special attention to the educational interests of the church. The churches and schools each year shall observe the day of prayer for students. The board of education shall promote this day and secure special offerings for the work of the board.

SECTION IV

ACADEMIES AND COLLEGES.

Article I—Academies.

Academies should be located judiciously, and should confine their literary courses of study to such branches of learning as will prepare for entrance upon the freshman or sophomore year of the best colleges. No new academy shall be undertaken with a less sum, fully provided, than fifty thousand dollars.

Article II—Colleges.

1. The success of our church work is connected vitally with the colleges of the church. In these our youth are developed and equipped in mind and heart for the work of effective service to humanity. As to Christian education, the divine Word aptly declares: "Wisdom is a defence, even as money is a defence; but the excellency of knowledge is, that wisdom preserveth the life of him that hath it."

2. The ministry and laity should earnestly use their power to have as many young people as possible attend our own institutions of learning, and to encourage persons to give liberally of their means for the more thorough establishment and equipment of our educational institutions.

3. No college shall be founded except upon demand of an imperative necessity, or with a sum of money, fully provided, less than two hundred thousand dollars, of which one hundred thousand dollars shall be a permanent and productive endowment. Its title shall be in fee simple to the Church of the United Brethren in Christ.

4. It is recommended that the several presidents and

principals of our institutions of learning be *ex officio* members of the local official bodies which govern these institutions.

5. We direct that the endowment funds of our institutions of learning be kept sacred for the purposes for which they were given, and not dissipated and jeopardized by loans to the contingent fund of the institutions and spent for current expenses, and we recommend that these funds of our institutions be not loaned to the members of the board, or officers or teachers of the institution, or others who are personally interested in the care and safe-keeping of these funds.

6. We cordially endorse and approve the best method of industrial education as applied in those institutions where mechanical and other equipment is provided for this purpose, and recommend that this practical training and self-help be secured for those who desire it, as soon as practicable.

Article III—College Extension Courses.

In view of the fact that many of our ministers and laymen who find it impossible to go away to school, would be glad to pursue a course of study, and in view of the university and college movement now organized in most of the schools of higher education in our land, we recommend:

1. That all our colleges offer such non-resident courses of study as they may be able to teach, for the aid and encouragement of the above-named class of students.

2. That these students be examined thoroughly on their courses of study, and that suitable diplomas be awarded those who complete their work to the satisfaction of the respective colleges.

3. We recommend that our institutions of learning provide such instruction as prepare their students to become leaders of song in church and Sunday school.

4. We recommend that our institutions of learning give greater emphasis to the training of their young people for different phases of religious work.

SECTION V

THE BONEBRAKE THEOLOGICAL SEMINARY.

Article I—Object.

This institution of sacred learning, located in Dayton, Ohio, is maintained by the United Brethren in Christ for the purpose of educating persons called of God to the work of the ministry and the spread of the gospel of Christ among men. It shall be under the control of the General Conference of the United Brethren in Christ, by which its board of trustees shall be elected at each quadrennial session.

Article II—Officers.

The officers of the seminary shall consist of a business manager and a board of trustees, who shall be elected by the General Conference. The board of trustees shall be composed of eighteen members, including the five active bishops. A majority of the board shall be residents of the State of Ohio. The active bishops shall be elected by the General Conference as members of said board to serve for a term of four years. The other members elected are to serve for a term of eight years.

Article III—Duties of Trustees.

1. The board of trustees shall meet on the call of the senior bishop immediately after its election, and organize by electing a president and secretary. The board of active bishops shall act as vice-presidents in the order of their seniority. It shall meet annually in the seminary building at Dayton, Ohio, elect a president of the seminary and the necessary faculty, review the work of the business manager and the faculty, determine the salaries of the faculty, and adopt measures for the advancement of the interests of the institution.

2. A vacancy in the office of business manager or trustee shall be filled by the board of trustees, to serve, until the meeting of the next General Conference.

3. The board shall elect four persons who, together with the business manager, shall constitute the executive committee, which shall meet on call of the chairman and transact business for the institution in accord with the orders and plans of the board of trustees.

4. The board of trustees shall make a report of its work to the General Conference, giving such facts in

connection with the seminary as it may deem of importance.

Article IV—Business Manager.

The business manager shall reside in Dayton, Ohio, and shall manage the assets under the direction of the executive committee, shall have charge of the business interests, and of the physical plant, including all property. He shall solicit and, with the consent and approval of the board of trustees, or executive committee, employ others to solicit contributions to the Seminary. In the name of the The Bonebrake Theological Seminary, and under its corporate seal, the business manager shall execute all deeds of transfer and other legal documents which may be authorized by the board of trustees or its executive committee. He shall report to the board of trustes annually, and to the General Conference quadrennially, an account of all receipts and expenditures, together with any recommendations pertaining to the business interests of the institution.

Articles V—Duties of the President.

The duties of the president of the seminary shall be as follows:

1. He shall be the chairman of the seminary faculty.
2. He, with the concurrence of the faculty, shall determine the courses of study, and keep them in absolute harmony with the doctrines and polity of the denomination as set forth by the Confession of Faith.
3. He may recommend persons for election to the seminary faculty.
4. He shall have charge of all matters pertaining to the instruction and discipline of the seminary.
5. He shall direct efforts to increase the number of students, and, in connection with the business manager, seek to promote every interest of the seminary.
6. He shall make a report annually to the board of trustees, and quadrennially to the General Conference, setting forth the doctrinal, spiritual, and scholastic condition of the seminary.
7. He shall be an advisory member of the executive committee of the seminary.
8. He shall edit the Seminary Bulletin, and provide space therein for the use of the business manager.

9. He shall report to the executive committee at the close of each term.

Article VI—The Custodian of Funds.

The general church treasurer shall receive and disburse on order the funds of the seminary.

Article VII—Endowment and other Funds.

All moneys or values of any kind given to the seminary as an endowment shall be held sacred as a permanent fund and securely invested, the interest only to be used in the maintenance of the seminary. All other funds shall be used as the interests of the seminary may require or as the donors may direct.

Article VIII—Annual Income.

The annual apportionment and division of funds shall be by the Board of Administration, as outlined in the plan of finances of the church (Chapter XXXII).

Article IX—Obligation of Faculty.

Each professor chosen to a chair in the seminary shall, upon the day of his inauguration, publicly subscribe to the following declaration of faith and obligation:

I solemnly declare, in the presence of God and the officers of The Bonebrake Theological Seminary, that I believe the Holy Scriptures, Old and New Testaments, to be the inspired Word of God, and, with the Holy Spirit, the only perfect rule of faith and practice. I believe the Confession of Faith, as contained in the thirteen articles in our book of Discipline, to be a truthful consensus of the fundamental doctrines of the Bible. I believe that the system of church government, as presented in the book of Discipline of the United Brethren in Christ, is consistent with the teachings of the sacred Scriptures, and I solemnly promise that I will not teach or insinuate anything that shall in any way be inconsistent with the foregoing declaration, or that is not in harmony with the Constitution and the Confession of Faith and the rules of the church as set forth in the Discipline of the United Brethren in Christ. I also promise, by divine assistance, to the best of my ability, to sustain the doctrines of the Holy Scriptures as thus set forth by the church, in opposition to all forms of er-

ror, as long as I shall remain a professor in this institution.

[Name].....

Article X—Entrance Examination.

The faculty shall require candidates for admission to the seminary to pass any examinations deemed necessary to determine their fitness, and arrange for examinations in the respective conferences without expense to the candidates; provided, that no person shall be permitted to enter the regular course who has not had a high school course or its fair equivalent.

Article XI—Postgraduate Studies.

The faculty may arrange postgraduate courses of reading to cover one, two, or three years, for the successful completion of which appropriate seals shall be placed upon the diplomas of alumni. The examination shall be by correspondence, or otherwise, as the faculty may arrange.

CHAPTER XIX

The Home Mission and Church Erection Society.

CONSTITUTION.

Article I—Name.

The name of this society shall be the Home Mission and Church Erection Society of the Church of the United Brethren in Christ. It shall be the legal successor of the Home Missionary Society of the United Brethren in Christ and of the Church Erection Society of the United Brethren in Christ. In it shall vest all the assets subject to all liabilities of the said Home Missionary Society of the United Brethren in Christ, and the Church Erection Society of the United Brethren in Christ. This society shall be chartered under the laws of the State of Ohio and shall maintain headquarters at Dayton, Ohio. The purpose of this society shall be to promote missionary and church erection work in the United States, under the provisions of its charter, and under the direction of the Church of the United Brethren in Christ through its General Conference.

Article II—Membership of the Board.

The board of trustees of the Home Mission and Church Erection Society of the Church of the United Brethren in Christ shall consist of the active bishops of the church and the general secretary elected by the General Conference, who shall be trustees *ex officio;* fourteen representatives elected by the General Conference, one-half of whom shall be laymen; and three representatives from the Women's Missionary Association, nominated by their general board and elected by the General Conference. The terms of office shall begin with the adjournment of the General Conference, and shall continue through the quadrennium or until their successors are elected.

Article III—Meetings of the Board.

The board shall hold an annual meeting on the second Tuesday of February in each year, and special meetings

may be held on the call of the president and five members of the board. The general secretary shall convene the board as soon as possible, but not later than thirty days, after its election, for purposes of organization. Ten members shall constitute a quorum.

Article IV—Power and Duties of the Board.

The board shall hold annual meetings; appoint an executive committee; make by-laws for the better regulation of its work; have power to declare vacancies in its membership on account of inattention to duties or any other sufficient reason and to fill all vacancies in its membership and its general secretaryship; appropriate funds for current expenses; employ missionaries; in conjunction with the bishop of the district, appoint conference superintendents in conferences where the superintendent is supported in part by the board; open up new mission districts and appoint their superintendents; in connection with one or more bishops, ordain missionaries in its employ, provided such candidates have met the requirements of the Discipline for such ordination; make appropriations out of the loan fund for church and parsonage purposes as the income for such purposes will admit and under such regulations as may be hereinafter stipulated; make grants out of available gift funds under such provisions as the board may direct; promote plans for the increase of its funds; receive and create endowments and endowment funds, holding, managing, investing, and reinvesting the same as may be required by their terms and for their best security; review the work done by the board in the several annual conferences; and perform such other functions as will extend the home missionary work of the Church of the United Brethren in Christ and promote and protect the property interests of the several congregations.

Article V—Officers of the Board.

1. The officers of the board shall consist of a president, two vice-presidents, a general secretary, a recording secretary, and a treasurer.

2. The president, vice-presidents, and recording secretary shall be elected annually from the membership of the board.

3. The general secretary and the treasurer shall be elected by the General Conference for the quadrennium.

4. Superintendents of service bureaus shall be elected by the board and shall hold office at the option of the executive committee.

5. Vacancies in these offices shall be filled by the board, except in the case of the treasurer, which shall be filled in a manner prescribed by the general conference.

6. The duties of the president, vice-presidents, and recording secretary shall be such as usually attach to these offices.

7. The general secretary shall be the executive officer of the board. He shall, under the provisions of the Discipline of the Church of the United Brethren in Christ, and under the direction of the board, promote and supervise the various departments of the work of the board, to whose control and authority he shall be subject in all his official conduct. He shall keep a record of all bequests, legacies, and notes coming into his possession, and file them in a fire-proof safe for safe deposit. He shall make an annual report to the board, and a quadrennial report to the General Conference. It shall be his further duty, when practicable, to visit the fields aided by the board, and thus acquaint himself with their problems and needs. Until such time as the board may think it wise to elect directors of service bureaus, or in case of a vacancy in any or all bureaus under his supervision, the general secretary shall be acting director of such bureaus.

8. The treasurer shall receive and hold all funds of the board, and disburse funds subject to the order of the board. Funds shall be paid out only on the order of the board, countersigned by the general secretary. The treasurer, general secretary, and chairman of the executive committee shall constitute the trust department of the board, of which the general secretary shall be the director, and as such it will be his duty to receive and have supervision of all trust funds of the board and custody of its deeds, collaterals, and securities. He shall keep separate book accounts of all transactions of the trust department, and make an annual report to the board and such reports as the executive committee may wish from time to time. The treasurer and gen-

eral secretary shall have power to execute all legal papers for the board, except in such states which require the signature of the president of the board, in which case the president is authorized to sign all conveyances of real estate, release of mortgages, power of attorney, and other legal documents.

9. The director of a service bureau shall have supervision of the particular bureau of service for which he has been chosen, under such direction as hereinafter may be given for his bureau.

Article VI—Executive Committee.

1. There shall be an executive committee elected annually by the board, of which the general secretary shall be a member *ex-officio*. The directors of service bureaus may be advisory members at the option of the board.

2. The executive committee, properly elected as provided by this constitution and convened in accordance with the by-laws, shall be empowered to make appropriations for the support of missionaries, to grant applications for aid by loan or donation, and to administer any other appropriation as may be entrusted to it by the board; to enter into, make, perform, and carry out contracts of every kind for any lawful purpose authorized by the charter and the Discipline of the church with persons, firms, associations, or corporations; to borrow or raise money, and for this purpose to pledge the credit of the board, and pledge as collateral security any bonds, debentures, or other negotiable or transferable investments held by the board; to purchase or otherwise acquire, sell, assign, transfer, mortgage, pledge, or otherwise dispose of real estate, bonds, debentures, or other evidences of indebtedness, and otherwise to exercise all the rights and privileges of ownership; to change depositories of moneys; to accept, on behalf of the board, any real or personal property subject to annuity or otherwise; to collect any sums of money due the board; to institute or defend suits at law or equity; to appoint officers, agents, and employees whose terms of employment shall not extend beyond the next meeting of the board, and to dismiss them. In general, the executive committee shall have power to exercise all the powers of the board, except: (*a*) to determine the amount of appropriation to the various

departments, unless so authorized from time to time by the board; (*b*) to elect officers of the board. It shall have full power and authority to do any and all things herein set forth to the same extent and with the same effect as the board itself might or could do in any part of the world, and to authorize the seal of the corporation to be affixed to all papers which may require it with the same force and effect as if directed by the board at a regular meeting thereof.

Article VII—Annual Conference Boards.

1. In each annual conference there shall be a conference board of home missions and church erection, composed of not less than five persons, of whom at least two shall be laymen. It is provided, however, that an annual conference may designate any existing board to function as the annual conference board. This board shall be organized by the election of a president, vice-president, and recording secretary. The duties of these officers shall be such as usually attach to such offices.

2. The duties of the annual conference board shall be to recommend missionary appropriations within its bounds to the general board at least two months preceding the convening of the annual conference; to recommend loans for worthy projects from the church erection loan funds as well as grants from the gift fund; to investigate and report to the general board on all proposed new locations for churches in the conference under the direction of the general board; to keep a careful record of all appropriations, loans, grants, applications, and any other matters that will facilitate the work of the general board; to report its organization annually to the general offices at Dayton, Ohio; to secure the approval of the general board in opening new mission enterprises within its bounds, for whose support the annual conference will expect aid, either from the home mission funds in the support of the pastor, or church erection funds in the erection of buildings; to hold annual rallies at the sessions of the annual conference as the general board may request, to cooperate in the holding of district rallies, where opportunities present themselves, for disseminating general information as to the needs and work of the board.

3. The annual conference board shall hold at least

one meeting annually, and such other meetings as may be necessary upon the call of the president.

Article VIII—Departments of Work.

1. This constitution recognizes the integral and legal existence of the Home Missionary Society of the United Brethren in Christ and the Church Erection Society of the United Brethren in Christ; that all funds and assets of whatsoever kind heretofore invested in these societies, and all funds that hereafter may be donated for specific forms of work for which these societies stood, shall be kept perpetually sacred for the purposes for which they were, and are to be, given; that the said Home Missionary Society of the United Brethren in Christ and the Church Erection Society of the United Brethren in Christ are respectively departments of work of the Home Mission and Church Erection Society of the Church of the United Brethren in Christ, through which its missionary and church erection activities are to be carried forward.

2. The department of home missions shall be under the management of the general secretary elected by the General Conference, under such direction as the board may determine.

3. The department of Church Erection shall be under the management of the general secretary elected by the General Conference, under such direction as the board may determine.

Article IX—Scope and Functions of the Departments.

1. The department of home missions shall comprehend the distinctively home missionary work of the board. It shall administer all appropriations for mission work in the United States; in cooperation with the annual conferences, it shall make the annual appropriations to the charges; it may recommend discontinuance of appropriations with reasons therefor; it shall recommend to the executive committee new mission points or districts that should be entered, with an estimate of the appropriations necessary; it shall constitute itself a bureau of ministerial supply for our mission work and recommend efficient men for appointment as pastors for mission stations. In mission districts having less than eight pastoral charges, this department shall recommend to the executive committee suitable

men for appointment as superintendents. In mission conferences of eight or more pastoral charges, where the superintendent is supported wholly or in part by the board, it shall, in conjunction with the bishop of the district, appoint a suitable person for superintendent and report the same to the executive committee for approval. This department shall function further in all matters referred to it by either the board or the executive committee.

2. The department of church erection shall comprehend the distinctively church erection work of the board. It shall recommend loans from the loan funds of the board; it shall recommend grants from the gift funds; it shall give careful and thorough study to the proposed locations for new churches and make a report to the executive committee of its recommendations, provided that no loan or grant can be made to a church whose location does not have the approval of the executive committee; it shall furnish such architectural assistance to local churches as the board may provide for; under the direction of the board it may employ expert help in raising new funds for the department and render aid in raising funds for new churches and parsonages and in liquidating indebtedness on those already built. This department shall function further in all matters referred to it by either the board or the executive committee.

Article X—Service Bureaus.

In order that the work of the board may be more effectually and systematically carried forward, the board, subject to the approval of the Board of Administration, may constitute such service bureaus as will in its judgment increase the efficiency of the work of the board, facilitate the home mission and church erection work of the denomination, and promote and protect the property interests of the several congregations. It may elect directors for the bureaus thus created to have supervision of specialized forms of activity in the interests of and under direction of the departments of the board.

Article XI—Duties and Functions of Service Bureaus.

The board shall define the scope of any and all service bureaus it may create, and outline for these bureaus

their methods of procedure, which methods of procedure shall be part of the by-laws of the board.

Article XII—Amendments.

This constitution may be amended at any session of the General Conference by a majority of the delegates voting.

CHAPTER XX

The Foreign Missionary Society.

CONSTITUTION.

Article I—Name.

This society shall be called the Foreign Missionary Society of the United Brethren in Christ (the legal successor of the Home, Frontier, and Foreign Missionary Society of the United Brethren in Christ in its foreign work).

Article II—Purpose.

This society is organized for the purpose of extending the knowledge of the gospel of Christ throughout the earth by the utilization of the resources of the church.

Article III—Functions.

This society shall, through its distributed activities, promote an interest in foreign missions by approved methods in the home churches, Sunday schools, and Christian Endeavor societies. It shall disseminate information touching mission fields; it shall appoint, commission, and send forth missionaries, and conduct any and all work that properly devolves upon such a society. The supreme aim of the missionary society shall be to establish a self-supporting native church in each field.

Article IV—Membership.

Every person, by virtue of becoming a member of the Church of the United Brethren in Christ, is a member of the Foreign Missionary Society.

Article V—Organization.

The organization of the society shall consist of a board of directors, an executive committee, an annual conference branch society, and a committee in every local church.

Article VI—Directors and Their Duties.

1. The board of directors shall consist of one bishop *ex officio* to be designated by the Board of Bishops, the

general secretary, six directors (three ministers and three laymen) elected by the General Conference, and three directors who shall be chosen by the trustees of the Women's Missionary Association. A majority of the members present at any regular or called meeting shall constitute a quorum. The officers of the society shall consist of a president and a vice-president, to be elected at the first meeting of the directors in each quadrennium, a secretary, who shall be the general secretary elected by General Conference, an associate secretary who may be elected by the foreign mission board, and a treasurer, who shall be the general church treasurer.

2. The board of directors shall have charge of, and give directions to all the work of the society. It shall hold a meeting once every year, and upon the request of the executive committee, the president shall call special sessions for the transaction of important business. The board shall make by-laws to regulate the business of the society; receive and pass upon reports of the general secretary, treasurer, minutes of the executive committee, and reports from foreign fields; make a careful study of the needs of the work abroad and appropriate the money necessary to carry forward the entire work of the society; employ secretaries for the cultivation of the home church; appoint foreign missionaries and determine their compensation; in connection with the bishops or any one of them, ordain missionaries to the office of elder, provided such missionaries have taken the courses of study specified by the Discipline, or their equivalent; determine the aims and methods to be pursued in enlisting the home church in the extension of the gospel. It shall fill any vacancies in its own body; shall elect four members of the executive committee; and shall have the use of one page in the Religious Telescope, which shall be conducted by the general secretary, subject to the approval of the editor.

Article VII—The Executive Committee and its Duties.

Six members shall be chosen for the executive committee, four by the directors of the Foreign Missionary Society, and two by the trustees of the Women's Missionary Association. The general secretary of the so-

ciety shall be an *ex officio* member of the committee. The committee shall have charge of all the business of the society between the annual meetings. In the appointment of missionaries, and in making appropriations not authorized by the board, the committee shall, through correspondence or otherwise, secure the approval of a majority of the members of the board.

Article VIII—Branch Organization.

Every annual conference shall organize a branch society, auxiliary to the Foreign Missionary Society, consisting of five members, including the bishop of its district and the conference superintendent. This society shall name one of its members as secretary, who shall assist the general secretary in developing interest in foreign missions and securing gifts for the society.

Article IX—Local Church Committee.

A missionary committee shall be organized in every local church to interest and enlist the entire membership of the local church in the work of both home and foreign missions, and devise such methods and measures as shall develop the church into a strong missionary agency.

Article X—Duties of General Secretary.

1. It shall be the duty of the general secretary to promote the dissemination of missionary information throughout the church by tracts, books and other publications, and through conventions, rallies, and institutes to endeavor to create a missionary atmosphere. He shall encourage the organization of mission study classes, and the introduction of missionary instruction in the Sunday school, and assist the Sunday-school superintendent, the president of the Christian Endeavor society, and the pastor to introduce a regular system of giving to missions.

2. The general secretary shall diligently study the administrative problem of the work abroad, so as to employ such agencies as shall lead to the development of a strong native church. He shall exercise diligence to discover and encourage those whom the Holy Spirit has called to foreign missionary work, shall bring them to the attention of the society and executive committee for

appointment, and shall assist candidates in their preparation for their work before going to the field.

3. The general secretary shall keep a correct record of the transactions of the society, and conduct its correspondence. He shall be the custodian of all its legal papers. He shall make an annual report of the work of the society to the board, and a quadrennial report to the General Conference. He shall call meetings of the executive committee to transact business.

Article XI—A Foreign Mission Conference.

1. A foreign mission conference is composed of all foreign missionaries bearing credentials from the board who have been on the field at least one year, native ordained ministers, licentiates of the conference, and one lay delegate from each charge working in harmony with the plans of the conference. Regularly consecrated deaconesses may be granted membership at the discretion of the conference. Other workers employed, upon approval of the conference, may become advisory members.

2. The powers and duties of a foreign mission conference shall be the same as those pertaining to an annual conference except where provision has been made otherwise in this chapter.

Conference Superintendent.

3. Until at least one-half of the charges of the conference as of July 1, 1925, shall have attained self-support and two-thirds of the superintendent's salary shall be provided for by the conference, the conference superintendent shall be appointed by the foreign mission board; after this standard has been reached, he shall be elected by the conference. His tenure of office shall be one year, subject to reappointment or reelection. His duties shall be those common to annual conference superintendents, as well as others specified in this chapter. While receiving salary in full or in part from the board, he shall report to it quarterly regarding the work.

Delegates to the General Conference.

4. Until at least one-half of the charges of a foreign mission conference shall have reached self-support, the number of its delegates to the General Conference not

in excess of the ratio to annual conferences in the United States, and the manner of their election, shall be determined by the foreign mission board. After this standard has been reached, the rules governing the election of delegates from annual conferences shall be in force.

The foreign mission board or the conference shall meet the expenses of their delegates from their respective fields to and from the ports of entry into the United States, and all additional expenses shall be met from the General Conference fund; provided, however, that if there are delegates residing temporarily in the United States at the time of the General Conference, their traveling expenses from and to such place of residence shall be paid from the General Conference fund.

Courses of Study.

5. A foreign mission conference employing language other than the English or German shall have power to make its own course of ministerial study, as nearly as practicable an equivalent of the English course. The same privilege is granted with reference to the deaconess course of study.

Relation to the Benevolence Budget.

6. In view of the fact that most of the general church interests, such as education, church erection, publication, evangelism, etc., supported by the income from the general benevolences, are the same interests that must be sustained on the foreign fields by the board and the foreign mission conferences, no apportionments for the general benevolence budget shall be made to a foreign mission conference except when agreed upon by the board and the conference.

Article XII—Superintendency.

1. When a bishop is elected by the General Conference as a general superintendent over our foreign mission conferences he shall preside, when possible, at the annual session of each foreign mission conference. He shall give close attention to the large problems of each field and by counseling with the missionaries and native workers seek to establish native churches and institutions filled with passion for evangelism, strong in self-support, and able ultimately to extend and direct their own work without aid from other lands.

2. The bishop assigned to the foreign fields shall work in cooperation with the foreign mission board and with the mission council on the field and seek to interpret the needs and viewpoint of each to the other.

3. When no bishop for foreign mission fields is elected, the General Conference may determine the method of superintendence of the fields, or it may refer the duty to the Board of Bishops and the foreign missionary board with power to execute.

4. The foreign mission board shall appoint a mission superintendent over each mission conference for one term, subject to reappointment, or his tenure of office may be terminated at any time at the discretion of the board.

5. The mission superintendent of each field, in cooperation with the board and the bishop of the district, shall arrange the work and take supervision of the conference. He shall report quarterly the condition and needs of the field to the general secretary of the mission board and to the bishop of the district.

6. The bishop of the district and each mission superintendent shall submit an annual report to the foreign mission board.

Article XIII—Reports.

All missionaries employed by the board shall be furnished with credentials of their appointment, and be subject to the board in regard to their term of service, salary, and the time and length of furlough. They shall report quarterly the condition and progress of their work to the mission superintendent; they shall also make an annual report to the general secretary of the board, a copy of which shall be filed with the superintendent.

Article XIV—The Mission Council.

1. There shall be a mission council in each foreign mission field. This council shall be composed of all the foreign missionaries employed by the board, but voting privileges in the council shall be granted only after one year's residence on the mission field. By a majority vote of the mission council all matters shall be decided except those relating to interpretation of the policy of the board, which shall be referred to the board for decision. The mission council shall elect its own

chairman and, when advisable, an executive committee. The treasurer of the mission funds shall be appointed by the foreign mission board on the recommendation of the mission council.

2. The mission council shall convene once a year, and oftener if practicable, and shall receive reports of missionaries in charge of districts, stations, or departments of work. It shall cooperate, by committee or otherwise, with the conference superintendent in the general supervision of the work, especially with reference to the division of the missionaries' work, the budget, and the administration of the mission funds. It shall review the estimates (budget), hereinafter mentioned, prepared by the administrative committee, and refer the same to the foreign mission board with recommendation.

Article XV—The Administrative Committee.

1. When in the judgment of the foreign mission board the development of the work warrants it, at the instance of a foreign mission conference and on the recommendation of the mission council, an administrative committee consisting of five or more members may be elected. Until one-half of the charges of a conference shall have reached self-support, the majority of the members of this committee shall be elected by the mission council and the remainder shall be elected by the foreign mission conference. When at least one-half of the charges shall have attained self-support, the majority of the members of this committee shall be elected by the foreign mission conference and the remainder shall be elected by the mission council. When at least three-fourths of the charges shall have attained self-support and one-half of the superintendent's salary shall have been provided for by the conference, the members of the administrative committee shall be elected wholly by said conference.

2. The administrative committee shall meet regularly once a quarter, and oftener if necessary. As the connecting link and coordinating agency between the foreign mission board and a foreign mission conference, it shall be its duty: (1) to aid in the administration on the field, receive quarterly reports from all the workers except those who are serving self-supporting churches, and through the conference superintendent make such

recommendations to the conference as it may deem proper and pertinent; (2) to interpret to the board through the superintendent the needs of the field, prepare the annual budget, and be charged with the administration of the funds contributed by the board, provided, however, that all financial arrangements with the missionaries commissioned by the board, as well as their terms of service and furloughs, shall be wholly within the province of the board.

Article XVI—Special Provision for Institutions.

Whenever advisable, the board may make special provision for the conduct of schools, hospitals, and other institutions on the field which require large appropriations from the board, always with due consideration to the proper correlation of the departments of work concerned.

Article XVII—Cooperation and Federation Abroad.

Upon request of a foreign mission conference, the board is hereby granted authority to take such steps in cooperation and federation of work abroad with other missions, after careful consideration, as may be necessary and desirable for the development of a victorious native church.

CHAPTER XXI

Women's Missionary Association.

Section I

GENERAL CONSTITUTION.

Article I—Name.

The association shall be known as the Women's Missionary Association of the United Brethren in Christ, according to the articles of incorporation under the laws of the State of Ohio. Its general offices shall be located in Dayton, Ohio.

Article II—Object.

The association is for the purpose of enlisting and uniting the efforts of the women, the young women, and the children of the Church of the United Brethren in Christ, to help send and support missionaries in the home and foreign fields; to assist in carrying forward the work in said fields; and to secure by gift, bequest, and otherwise, the funds necessary to aid in such missionary operations.

It shall disseminate literature and information concerning the needs of the mission fields where operating, and conduct any and all other work that usually belongs to such an organization.

It shall be empowered by its articles of incorporation to receive by gift, bequest or purchase, real and personal property, and hold the same for the uses and purposes of said association, the same as any other corporations of like character.

Article III—Relation to the Church.

This association shall work under the direction of the General Conference of the church, to which the general secretary shall submit quadrennial reports. It shall also work in cooperation with the Home Mission and Church Erection Society and the Foreign Missionary Society of the Church of the United Brethren in Christ, upon whose boards and executive committees it shall have one-third representation.

Article IV—Membership.

1. The annual dues for membership in said association shall be in accord with the membership dues of the locals and chapters.

2. The payment of $10 at one time, or by installments within five years, shall constitute a life membership.*

The payment of $25 at one time, or by installments within five years, shall constitute a life directorship.*

The payment of $100 at one time, or by installments within five years, shall constitute a life patronship.*

3. Life patrons shall be full members of the board of managers. Life directors shall be advisory members of the same. Life patrons and life directors shall be full members, and life members shall be advisory members of the branch within whose bounds they reside. These privileges are accorded only to those who pay annual dues.

Article V—Organization.

This organization shall consist of a board of managers, conference branches, local societies, members at large, and chapters of the Otterbein Guild.

Article VI—Board of Managers.

The board of managers shall consist of the board of trustees, the general secretary and treasurer, the editor of The Evangel, the departmental secretary of the Otterbein Guild department, field secretaries, departmental secretary of literature department, departmental secretary of thank-offering department, general junior superintendent of the Christian Endeavor department, life patrons paying annual dues, and three or more delegates from each branch, who shall be elected by ballot at the branch meeting preceding the meeting of the board of managers, and the branch presidents if present. Each branch of 2,000 membership or less shall be entitled to three delegates in addition to branch president on board of managers. Also an additional delegate shall be allowed for each one thousand additional membership.

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*A certificate shall be given at the time of payment in full, but this certificate shall not exempt from annual dues.

Article VII—Duties of the Board of Managers.

The board of managers shall meet biennially. It shall receive and pass upon the reports of the general secretary, treasurer, department secretaries, editor and publisher of the Evangel, branch organizations, and reports from the mission fields. It shall elect by ballot the members of the board of trustees the secretary of literature, and the secretary of thank offering. It shall suggest plans for the work of the association for the succeeding two years.

Article VIII—Board of Trustees.

1. The board of trustees shall consist of fourteen members who shall be elected at the biennial meeting of the board of managers, six of whom shall be residents of Dayton, Ohio, or vicinity, three from the branches east and south of the Ohio River, three from the branches west and north of the Ohio River and east of the Mississippi, and two from the branches west of the Mississippi.

2. The officers of the association receiving compensation shall not be eligible for election on the board of trustees.

Article IX—Duties of the Board of Trustees.

1. The board of trustees shall assemble before the close of the biennial meeting of the board of managers and organize by electing from its own number the officers provided for in Article X, except those receiving compensation. It shall also elect two members to serve on the home missionary executive commitee and two members to serve on the foreign missionary executive committee, one of whom for each committee may be the general secretary and the other a trustee. It shall elect from its own number the necessary representation upon the boards of the home missionary society and the foreign missionary society, elections to be by ballot.

2. The board of trustees shall elect the general secretary and treasurer, the editor of the Evangel, the secretary of the Otterbein Guild, the field secretaries, and a third member of the general literature committee.

3. In the interim between the meetings of the board of managers the board of trustees shall have full power

and control of the general interests and administration of the affairs of the association including the making of appropriations, and the fixing of salaries, and shall have power to fill all vacancies. It shall recommend to the board of managers such actions as it may deem advisable for the benefit of the association.

4. All legal papers of the association shall be executed by the president and the general secretary of the association provided that the president lives in Dayton, Ohio, or vicinity, otherwise by the chairman of the resident trustees and the general secretary, who shall sign and seal all such papers, including deeds of transfer, in the name of and on behalf of the association.

5. The board of trustees shall have the authority to appoint and empower one or two persons to act for the association with power of attorney when occasion may arise to demand such action.

Article X—General Officers.

The officers of the association shall be a president, three vice-presidents, a general secretary, a recording secretary, a treasurer, and a chairman of the resident trustees, as provided in Article IX. The offices of general secretary and treasurer may be held by one person.

Articles XI—Duties of General Officers.

1. The president shall preside at the biennial meeting of the board of managers and shall have general supervision of the work of the association.

2. The vice-presidents shall cooperate with the president in carrying forward the work of the association. They shall preside in the absence of the president or upon request.

3. The general secretary shall, under the supervision of the board of trustees, attend to all the business connected with the association, secure gifts and bequests, keep all documents pertaining to the association and attend to correspondence. She shall have general direction and oversight of all the work in the office and shall be responsible for the coordination of the various departments in the promotion of the work.

She shall submit an annual report to the association through the Evangel, an annual report to the home and the foreign missionary societies, a biennial report to

the board of managers, and a quadrennial report to the General Conference. She shall have power to call meetings of the board of trustees.

4. The recording secretary shall keep the minutes of the proceedings of the biennial meetings of the board of managers, and of all the meetings of the board of trustees. She shall submit an annual report to the association through the Evangel and a biennial report to the board of managers.

5. The treasurer shall receive all funds coming into the Women's Missionary Association and transmit quarterly, on order of the trustees, to the general church treasurer, those funds which are to be disbursed for work in the mission fields on order of the executive committees of the Home Mission and Church Erection Society and the Foreign Missionary Society.

The treasurer shall submit quarterly reports, also an annual report to the association through the Evangel, an annual report to the home and the foreign missionary societies, and a biennial report to the board of managers. She shall give bond and her accounts shall be audited annually.

She shall receive all funds of the Evangel and shall pay the expenses of the same on order of the trustees.

She shall receive all funds of the literature department and shall disburse the same on order of the general literature committee.

6. The administration expenses of the association shall be under the control of the board of trustees, said expenses to be paid by the treasurer of the Women's Missionary Association on order of the trustees.

Article XII—Duties of a Field Secretary.

The field secretary elected by the board of trustees and working under its direction shall by inspirational addresses seek to increase interest in the missionary work of the association, organize new societies, and by friendly cooperation strengthen those already organized.

Article XIII—Funds.

All gifts, bequests, and funds contributed to any special object of the association shall be held sacred to the uses and purposes intended by the donor.

Article XIV—Woman's Day.

By the action of the General Conference and the board of managers, the last Sunday in October is designated as Woman's Day. A public program may be given and an offering taken which shall be forwarded to the branch treasurer for the Woman's Day fund.

Article XV—Department of the Otterbein Guild.

1. The object of this department shall be to enlist the young women in the cause of missions, to lead them to personal consecration, to disseminate missionary knowledge, and to raise funds to be applied to any work undertaken by this department, under the supervision of the Women's Missionary Association.

2. The head of this department shall be a secretary, who shall be elected by the board of trustees and shall work under its direction.

3. The secretary shall send out plans and suggestions to branch secretaries of the Otterbein Guild, aid in developing the work in the branches, and conduct the department of the Otterbein Guild in the Evangel, subject to the approval of the editor. She shall make quarterly reports, also an annual report to the general secretary. She shall make an annual report to the association through the Evangel and a biennial report to the board of managers.

Article XVI—Department of Literature.

1. The Evangel shall be the official organ of the Women's Missionary Association. Its editor shall be elected by the board of trustees.

2. The object of this department shall be to awaken and inform the women, the young women, and the children of the church on the subject of missions, to increase the circulation of the Evangel, and to encourage the use of missionary literature, missionary leaflets, and books of the mission study course.

3. The head of this department shall be a secretary who shall be elected by the board of managers and shall work under the direction of the board of trustees. She shall conduct the literature department in the Evangel, subject to the approval of the editor.

4. There shall also be a general literature committee, composed of three members—the secretary of the

department, the editor of the Evangel, and a third member elected by the board of trustees—whose duty it shall be to prepare and publish the literature of the association.

5. Through the department secretary this committee shall send out plans and suggestions to the secretaries of literature of the branches, assist in developing the work in the branches, submit quarterly reports and an annual report to the association through the Evangel, and a biennial report to the board of managers.

6. All money received from the sale of literature shall be retained by the general literature committee for the maintenance of the work.

Article XVII—Department of Thank-offering.

1. The object of this department shall be to emphasize the devotional and educational features of our giving; to help the women to give thankfully, and as an act of worship.

2. The head of this department shall be a secretary, who shall be elected by the board of managers, and shall work under the direction of the board of trustees.

3. The secretary shall send out plans and suggestions to the branch secretaries, aid in developing the work of the branches, and conduct the thank-offering department in the Evangel, subject to the approval of the editor. She shall make an annual report to the association through the Evangel, and a biennial report to the board of managers.

Article XVIII—Department of Children's Work.

The object of this department shall be to give the children missionary training through a knowledge of missionary work, definite prayer, service deeds, and systematic giving for missions.

This work shall be done through the Junior Christian Endeavor society in harmony with the following sections from the Junior constitution:

1. "Monthly missionary meetings shall be held at which time missionary offerings may be taken."

2. "The Junior Christian Endeavor society in its missionary activities is asked to cooperate with the Women's Missionary Association which in turn may assist the Junior superintendent in cultivating a mis-

sionary interest among the Juniors by suggesting missionary literature and information."

3. "The missionary funds raised by the Junior Christian Endeavor societies for missionary purposes other than conference missionary objects shall be sent by the branch Christian Endeavor treasurer to the treasurer of the Women's Missionary Association, at Dayton, Ohio."

Article XIX—Amendments.

This constitution may be amended by a majority vote of the members of the board of managers present at any biennial meeting, provided such changes be recommended by the board of trustees.

Section II

CONFERENCE BRANCH CONSTITUTION.

Article I—Name.

This branch shall be called the ———— Branch of the Women's Missionary Association of the Church of the United Brethren in Christ.

Article II—Object.

The object of the branch shall be to enlist the women, the young women, and the children within the bounds of ———————— conference in the cause of missions, to lead them to personal consecration, to disseminate missionary knowledge, and to raise funds to help carry forward the home and foreign work of the Women's Missionary Association, and to hold such funds sacred to objects designated by the association.

Article III—Membership.

The membership of this branch shall consist of the members of the association living within the bounds of the conference.

Article IV—Officers.

The officers of the branch shall be a president, two vice-presidents, a secretary, a treasurer, a secretary of the Otterbein Guild, a secretary of literature, and a secretary of thank offering. The officers shall be elected by ballot at the annual meeting.

Article V—Executive Committee.

The officers of the branch, together with the branch superintendent of Junior Christian Endeavor (who is a member *ex officio*) shall constitute the executive committee. The organizers shall be advisory members. The executive committee shall meet after the branch meeting and outline definite plans for the year. It shall supervise and develop the work within the bounds of the conference; divide the conference into districts over which the vice-presidents shall have supervision; seek to secure the organization of local societies and chapters of the Otterbein Guild in each church, and strengthen those already existing.

Article VI—Duties of Officers.

1. The president shall preside at the annual meeting and have general supervision of all the work of the branch. She shall endeavor to have all the plans adopted by the branch executive committee carried into effect.

2. The vice-presidents shall cooperate with and aid the president in every possible way to carry out the plans of the branch. They shall superintend the districts into which the branch may be divided, shall have charge of the membership at large, and shall assist in developing and strengthening the work. They shall preside in the absence of the president, or upon request.

3. The secretary shall keep a record of the proceedings of the annual meeting and of the executive meetings. She shall submit quarterly reports to the general secretary, which shall reach her not later than June 29, September 29, December 29, and March 29, also the annual report not later than March 29. She shall announce all the branch and executive committee meetings and present an annual report to the branch convention.

4. The treasurer shall receive all funds of the branch and transmit the same, except the branch contingent, to the general treasurer. She shall submit quarterly reports to the general treasurer, which shall reach her not later than June 29, September 29, December 29, and March 29, also the annual report not later than March 29, when the books of the general treasurer close. She shall pay bills of the branch from the branch contingent fund, but only upon vouchers properly certified by the president and secretary. She shall give bond, and her

books shall be audited annually. She shall present an annual report to the branch convention.

5. The secretary of the Otterbein Guild shall, in harmony with the department secretary, endeavor to interest the young women in each local church of the conference in missions, and, whenever possible, organize a chapter. She shall submit quarterly reports to the department secretary, which shall reach her not later than June 29, September 29, December 29, and March 29, also the annual report not later than March 29. She shall present an annual report to the branch convention.

6. The secretary of literature shall, during the year, select and recommend missionary literature to local secretaries of literature, and for the sales table at the branch convention.

She shall endeavor to secure a wider reading of missionary literature, especially of the Evangel and missionary leaflets. She shall encourage the use of the books of the mission study course. She shall submit quarterly reports to the department secretary which shall reach her not later than June 29, September 29, December 29, and March 29, also the annual report not later than March 29. She shall present an annual report to the branch convention.

7. The secretary of thank offering, in harmony with the department secretary, shall endeavor to interest in this department the women and girls in each local society and chapter in the branch. Her annual report shall reach the department secretary not later than March 29. She shall present an annual report to the branch convention.

Article VII—Meetings.

The branch shall meet annually and shall consist of the branch officers, three delegates from each local society, two delegates from each chapter of the Otterbein Guild, the life patrons, and life directors residing within the branch and paying annual dues. Life members paying annual dues shall be advisory members. It shall receive and pass upon reports. It shall transact any business pertaining to its work. It shall elect by ballot the officers and its full quota of delegates to the meeting of the board of managers, one of whom should be a representative of the Otterbein Guild, and another a member of the executive committee.

Article VIII—Contingent Fund.

The expenses of the branch officers to the executive committee meetings, its delegates to the biennial meeting of the board of managers, and all other expenses of the branch shall be provided for by a contingent fund derived from the societies within the branch, as hereinafter provided.

SECTION III

LOCAL SOCIETY CONSTITUTION.

Article I—Name.

This society shall be called the ——— local society, ——— Branch of the Women's Missionary Association of the United Brethren in Christ.

Article II—Object.

The object of this local society shall be to enlist the women of the church in the cause of missions, to lead them to personal consecration, to disseminate missionary knowledge, and to raise funds to help carry forward the home and the foreign work of the Women's Missionary Association, and to hold such funds sacred to objects designated by the association.

Article III—Membership.

1. Any woman may become a member by the payment of ten cents per month, the yearly total to be divided as follows: $1.00 to general fund, 20 cents to branch contingent.

2. The society shall provide for all expenses connected with the work of the society through a local contingent fund.

3. Any child may become a member by the payment of five cents per month, and shall be reported in the list of associate members.

4. The payment of $10 at one time, or by installments within five years, shall constitute a life membership.*

The payment of $25 at one time, or by installments within five years, shall constitute a life directorship.*

The payment of $100 at one time, or by installments within five years, shall constitute a life patronship.*

*A certificate shall be given at the time of payment in full but this certificate shall not exempt from annual dues.

5. Life patrons shall be full members of the board of managers; life directors shall be advisory members of the same. Life patrons and life directors shall be full members, and life members shall be advisory members of the branch within whose bounds they reside. These privileges are accorded only to those who pay annual dues.

Article IV—Officers.

The officers of the local society shall consist of a president, a vice-president, a secretary, a treasurer, a secretary of literature, a secretary of thank-offering, and two or more collectors who shall be elected by ballot at the annual meeting in March.

Article V—Executive Committee.

The officers of the society shall constitute the executive committee, whose duty it shall be to supervise and plan the work of the society. They shall endeavor to interest and enlist every woman and girl in the church in the work.

Article VI—Duties of Officers.

1. The president shall preside at all meetings of the society and supervise its general interests. She shall be *ex officio* a member of every standing committee of the society, and present in writing a report of the work to each quarterly conference.

2. The vice-president shall cooperate with and aid the president in every possible way to carry out the plans of the society. She shall preside in the absence of the president or upon request.

3. The secretary shall keep a record of the proceedings of each meeting and the meetings of the executive committee. She shall keep a record of the names of the members, also a separate record of the names of the life members, life directors, and life patrons. She shall send quarterly reports to the branch secretary which shall reach her not later than June 20, September 20, December 20, and March 20, also the annual report not later than March 20. She shall present a report in writing to the local society at each quarterly business meeting, and an annual report at the business meeting in March.

4. The treasurer shall receive all funds of the society

and transmit the same, except the local contingent, to the branch treasurer. She shall submit quarterly reports to the branch treasurer which shall reach her not later than June 20, September 20, December 20, and March 20, also the annual report not later than March 20, when the books of the branch treasurer close. She shall present a report in writing to the local society at each quarterly business meeting, also an annual report at the business meeting in March. She shall present a report in writing to each quarterly conference. Her books shall be audited annually.

5. The secretary of literature shall seek to create and foster an interest in missions by means of missionary literature, pictures, etc. She shall select and purchase missionary literature during the year, secure the largest number of subscriptions possible to the Evangel, urge the use of a mission study course and be a member of the program committee.

She shall send quarterly reports to the branch secretary of literature which shall reach her not later than June 20, September 20, December 20, and March 20, also an annual report not later than March 20. She shall present a report in writing to the local society at each quarterly business meeting, and an annual report at the business meeting in March.

6. The secretary of thank offering shall endeavor to carry out in the local society the plans suggested for this department. She shall urge the use of the thank-offering boxes. She shall send an annual report to the thank-offering secretary of the branch, which shall reach her not later than March 20. She shall present a report in writing to the local society at each quarterly business meeting, and an annual report at the business meeting in March.

7. The collectors shall visit the women of the church, solicit members, collect monthly dues, also special funds. They shall work under the direction of the treasurer and shall pay all moneys to the treasurer before each quarterly business meeting. They shall present a report in writing at each quarterly business meeting.

Article VII—Meetings.

The local society shall hold meetings once a month. The quarterly business meetings shall be held in June,

September, December, and March, at which time the reports of officers shall be heard and the business of the society transacted. Necessary items of business may be transacted at any meeting.

The annual meeting shall be in March, at which time the officers, also three delegates and three alternates to the branch convention, shall be elected by ballot.

Section IV

OTTERBEIN GUILD CONSTITUTION.

Article I—Name.

This society shall be called the ———— Chapter of the Otterbein Guild of ———— Church, ———— Branch of the Women's Missionary Association of the Church of the United Brethren in Christ.

Article II—Object.

The object of the society shall be to enlist young women in the cause of missions, to lead them to personal consecration, to disseminate missionary knowledge, and to raise funds to be applied to any work undertaken by this department and to hold such funds sacred to objects designated by the Women's Missionary association.

Article III—Membership.

1. Any young unmarried woman may become a member by the payment of six cents per month, the annual total to be divided as follows: 60 cents to general fund, 12 cents to branch contingent.

2. The chapter shall provide for all expenses connected with the work of the chapter through a local contingent fund.

3. All members are invited to sign the covenant.

4. The payment of $10 at one time, or by installments within five years, shall constitute a life membership.*

The payment of $25 at one time, or by installments within five years, shall constitute a life directorship.*

The payment of $100 at one time, or by installments within five years, shall constitute a life patronship.*

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*A certificate shall be given at the time of payment in full, but this certificate shall not exempt from annual dues.

5. Life patrons shall be full members of the board of managers, life directors shall be advisory members of the same. Life patrons and life directors shall be full members, and life members shall be advisory members of the branch within whose bounds they reside. These privileges are accorded only to those who pay annual dues.

Article IV—Officers.

The officers of this society shall be a president, a vice-president, a secretary, a treasurer, a secretary of literature, a secretary of thank offering, and two or more collectors, who shall be elected by ballot at the annual meeting in March.

Article V—Patroness.

A patroness shall be elected by ballot at the annual meeting. She shall be a member of the local society if one exists, otherwise any missionary leader, and shall be an advisory member of the executive committee of the chapter.

Article VI—Executive Committee.

The officers of the chapter including the patroness shall constitute the executive committee, whose duty it shall be to supervise and plan the work of the chapter. They shall endeavor to interest and enlist all the girls and young women in the church in the work. The president shall be chairman of this committee.

Article VII—Duties of Officers.

1. The president shall preside at all meetings of the chapter and supervise its general interests. She shall be *ex officio* a member of all standing committees of the chapter, and shall present in writing a report to each quarterly conference.

2. The vice-president shall cooperate with and aid the president in every possible way to carry out the plans of the chapter. She shall be a member of the program committee, and shall preside in the absence of the president, or upon request.

3. The secretary shall keep a record of the proceedings of each meeting and the meetings of the executive committee. She shall keep a record of the names of the members, also a separate record of the names of life

members, life directors, and life patrons. She shall send quarterly reports to the branch secretary of the Otterbein Guild, which shall reach her not later than June 20, September 20, December 20, and March 20, also an annual report not later than March 20. She shall present a report in writing to the chapter at each quarterly business meeting and an annual report at the business meeting in March.

4. The treasurer shall receive all funds of the chapter and transmit the same, except the local contingent, to the branch treasurer. She shall submit quarterly reports to the branch treasurer, which shall reach her not later than June 20, September 20, December 20, and March 20, also an annual report not later than March 20, when the books of the branch treasurer close. She shall present a report in writing to the chapter at each quarterly business meeting and an annual report to the business meeting in March. She shall present a report in writing to each quarterly conference. Her books shall be audited annually.

5. The secretary of literature shall seek to create and foster an interest in missions by means of missionary literature, pictures, etc. She shall select and purchase missionary literature during the year, secure the largest number of subscriptions possible to the Evangel, urge the use of the Bible and mission study courses, and be a member of the program committee.

She shall send quarterly reports to the branch secretary of literature, which shall reach her not later than June 20, September 20, December 20, and March 20, and an annual report not later than March 20. She shall present a report in writing to the chapter at each quarterly business meeting and an annual report to the business meeting in March.

6. The secretary of thank-offering shall endeavor to carry out in the chapter the plans suggested for this department. She shall urge the use of the thank-offering boxes. She shall send an annual report to the thank-offering secretary of the branch, which shall reach her not later than March 20. She shall present a report in writing to the chapter at each quarterly business meeting, and an annual report at the business meeting in March.

7. The collectors shall visit the girls and young

women of the church, solicit members, collect monthly dues, also special funds. They shall work under the direction of the treasurer and shall pay all moneys to the treasurer before each quarterly business meeting. They shall present a report in writing at each quarterly business meeting.

Article VIII—Meetings.

The chapter shall hold its regular meeting once a month. The quarterly business meeting shall be held in June, September, December, and March, at which time the reports of the officers shall be heard and the business of the society transacted. Necessary items of business may be transacted at any meeting.

The annual meeting shall be held in March at which time the officers, also two delegates and two alternates to the branch convention, shall be elected by ballot.

At this meeting, or at the Mothers' and Daughters' meeting, shall occur the formal transfer of the married girls from the chapter to the local.

CHAPTER XXII

Women's Aid Society.

CONSTITUTION.

Article I—Organization.

When at any time an opportunity presents itself for the organization of a sufficient number of women, who are members or friends of the Church of the United Brethren in Christ, into a society for mutual aid in promoting the spiritual, social, financial, and intellectual interests of a congregation or charge, it shall be the duty of the pastor or the conference superintendent of the district to call together the women of the congregation or charge, and, after securing the names of all present wishing to become members of the organization, he shall proceed to organize, by having elected by ballot a president, vice-president, secretary, and treasurer, whose duties shall be those usually devolving upon such officers.

Article II—Name.

This organization shall be known as the Women's Aid Society of the Church of the United Brethren in Christ, at ————————.

Article III—Annual Election.

The officers of this society shall be elected by ballot annually at the last meeting preceding the session of the annual conference, and the officers-elect shall assume the duties of their offices at the first meeting succeeding the session of the annual conference, at which time the secretary shall turn over to the secretary-elect all books and papers belonging to the society, and the treasurer shall make settlement with and turn over to the treasurer-elect all funds belonging to the society.

The president and treasurer of this society, when members of the church, shall be members of the quarterly conference.

Article IV—Membership.

Any woman of good standing, friendly to the work of

the Church of the United Brethren in Christ, may become a member of the society.

Article V—Meetings.

The regular meetings of the society shall at least once each month, and oftener when any interest demands it.

The meetings shall always open and close with devotional exercises, and the deliberations shall be conducted according to the usages of the church.

In case of the absence of the president and vice-president, the secretary shall call the meeting to order, and proceed to the election of a president *pro tem*, whose official acts shall be valid.

Article VI—Dues.

Each member of the society shall pay into the treasury of the same the regular monthly dues agreed upon by the society, and in case a member shall fail to pay for six consecutive months, unless unable to do so, her name may be erased from the roll of the society.

Article VII—Disbursement of Funds.

All moneys collected on dues, or otherwise, by the society shall be used for the benefit of the congregation, or charge, or for any benevolent purpose, as the society may direct.

Article VIII—Christian Visitation.

In order to promote the work of Christianity among the families under our influence, the members of the society may arrange to have all such families visited at least once a month, by dividing the homes to be visited into districts and one or two go to each home, look after the sick, invite persons to the various services of the church, and report to the pastor or leader all persons whose interest demands immediate attention.

This work is not to be substituted for the visitation of the pastor or leaders, but is meant to aid them in their work.

CHAPTER XXIII

Historical Society.

Section I

GENERAL CONFERENCE APPROVAL.

1. The Historical Society of the Church of the United Brethren in Christ, located in Dayton, Ohio, having for its object the collecting and preserving of papers, records, books, and other materials bearing upon the history of the church, has the recognition of the General Conference.

2. This society shall, through its officers, make quadrennial reports to the General Conference.

Section II

CONSTITUTION.

Article I—Name.

The name of this society shall be the Historical Society of the Church of the United Brethren in Christ.

Article II—Object.

Its object shall be to collect and preserve information in connection with the rise and progress of the Church of the United Brethren in Christ; also, objects of curiosity and interest, in the form of manuscripts, books, pamphlets, medals, portraits, etc.

Article III—Location.

The business headquarters, the museum, and library of the society shall be located in Dayton, Ohio.

Article IV—Members.

1. Any person approved by the board of managers may become a member upon the payment of an initiatory fee of one dollar, and may retain membership by contributing one dollar annually thereafter. In case of failure to pay fees within six months after they are due, membership shall be forfeited.

2. Any person approved by the board of managers may, by the payment of ten dollars, become a life member, and shall be exempt from the payment of the annual fee.

3. The board of managers shall have power to appoint a corresponding member within each of the annual conferences of the church; but, at the request of the board of managers, a corresponding member may be elected by an annual conference. Other corresponding members may be elected by the board, at their option.

4. Any person considered worthy of the honor may be elected by the board of managers to honorary membership, without fees.

Article V—Officers.

1. The officers shall consist of a president, first, second, and third vice-presidents, secretary, librarian, and a board of managers consisting of these officers and eight other members. The general church treasurer is, by enactment of General Conference, the treasurer of the society.

2. These officers shall be elected at each regular annual meeting, and shall serve until their successors have been duly elected.

3. The election of officers shall be conducted by ballot, unless there is but one nomination, in which case the election may be by acclamation.

4. In voting by ballot, no votes shall be counted except those votes cast by members present at the meeting, for persons nominated, and a majority of all votes cast shall be necessary to election.

5. The board of managers shall have power to fill vacancies.

Article VI—Duties and Privileges of Members.

1. It shall be the duty of members of every class to promote the interests of the society in every way possible, by securing for the society such information and such articles as will be of value in accomplishing the purpose of the organization.

2. Annual and life members shall be entitled to all the privileges of the society, including admission to the museum and library. Corresponding and honorary members shall be entitled to admission to the museum and library.

Article VII—Duties of Officers.

1. The duties of the president, vice-presidents, secretary, and treasurer shall be such as are usually performed by these officers.

2. The librarian shall be the custodian of the property of the society, and shall manage it according to the rules adopted by the board of managers.

3. The board of managers shall have charge of all the interests of the society in the interim of the annual meetings. They shall meet quarterly. Special meetings may be called by the president. Five shall constitute a quorum.

4. The treasurer, librarian, and board of managers shall render reports to the society at the annual meeting.

Article VIII—Property.

All the property of the society, except its funds, shall be deposited in a room or rooms, provided for the purpose, and shall be open for the inspection of the members of the society and others, under such restrictions and regulations as may be adopted by the board of managers; and in no case shall any article of any kind be removed from the museum or depository, except by order of the board of managers, and then only for a limited time. The depository shall contain, under the same restrictions and regulations, for the benefit of the members, a library, to be formed as rapidly as circumstances will permit.

Article IX—Funds.

1. All funds, after necessary expenses are paid, shall be appropriated to the enlargement and preservation of the museum and library.

2. All bequests of money made to the society shall be funded under the direction of the board of managers, and the interest thereof used for ordinary expenses.

Article X—Meetings.

The society shall meet annually for the purpose of electing officers and transacting other necessary business. Twenty-five shall constitute a quorum. The time of meeting of the society and the board shall be determined by the board.

Article XI—Amendments.

This constitution may be amended at any regular meeting by a two-thirds vote of the members present, provided that the proposed amendment shall have been previously approved by the board of managers, and published in the Religious Telescope.

CHAPTER XXIV

Section I

Homes and Orphanages.

1. The Quincy United Brethren Orphanage and Home, located at Quincy, Franklin County, Pennsylvania; the Otterbein Home, located near Lebanon, Warren County, Ohio; the Colonel R. M. Baker Home, located at Otterbein, Los Angeles County, California, are recognized as sustaining well-defined relations to the church as general institutions.

2. The territory which shall cooperate with the Quincy United Brethren Orphanage and Home shall comprise the conferences of the East Bishop's district; the conferences of the Pacific Bishop's district shall cooperate with the Colonel R. M. Baker Home at its request; all other territory shall cooperate with the Otterbein Home.

3. The General Conference shall elect trustees for the Quincy United Brethren Orphanage and Home and the Otterbein Home from their respective territories. The California Conference shall elect trustees for the Colonel R. M. Baker Home.

4. The board of trustees shall adopt such plans and rules as may be necessary for the management of said institutions, provided such plans and rules are in harmony with the Discipline of the church.

5. It shall be the duty of the board of bishops to present the above interests to each of the respective annual conferences cooperating, and to urge a free-will offering at Christmas, or some other suitable time, each year, and to encourage solicitations of funds within the bounds of their districts.

6. In order to secure the best results from concentration, no similar institution may be established without the approval of the General Conference.

Section II

The Quincy United Brethren Orphanage and Home.

BY-LAWS.

Meetings.

Section 1. The board of trustees shall meet annually at the Orphanage at Quincy, Pennsylvania, on the first Wednesday of June, at eleven o'clock a. m., and elect from its members a vice-president and a secretary; a treasurer and a superintendent and matron, who may or may not be members of the corporation. It shall fill vacancies, if any, in its own membership, fix the amount and approve the sureties of the treasurer's bond, shall determine the amount of the superintendent's salary, and transact such other business as shall properly come before it. Special meetings may be called as hereinafter provided (see Sec. 3). Nine members shall constitute a quorum.

Executive Committee.

Section 2. The executive committee shall consist of five persons: the vice-president, secretary, and three other members of the board of trustees elected at the regular annual meeting.

The duties of the executive committee shall be to transact the business of the institution during the intervals of the meetings of the board of trustees, provided that no new building enterprises be undertaken or new departments be inaugurated unless ordered by the board of trustees.

It shall be empowered to make drafts upon the treasurer for necessary obligations incurred in the performance of its duties, and shall report all its transactions to the board of trustees for its approval. Three members of the executive committee shall constitute a quorum.

The President.

Section 3. The president shall preside at all meetings of the board of trustees and shall subscribe their official acts and affix the corporate seal. He shall call special meetings of the board of trustees when requested by the executive committee. He shall annually appoint an auditing committee of two to audit the accounts of the superintendent and treasurer.

Vice-President.

Section 4. The vice-president shall perform all the duties of the president in his absence, and shall sign all drafts upon the treasurer.

Secretary.

Section 5. The secretary shall keep a faithful record of the proceedings of the board of trustees and of the executive committee and shall attest their official acts. He shall countersign all drafts upon the treasurer.

Treasurer.

Section 6. The treasurer shall be the custodian of the funds of the corporation, and shall pay out same only upon drafts duly signed by the vice-president and countersigned by the secretary. He shall give a bond for the faithful performance of his duties in such sum as the trustees may direct and with two or more such sureties as they may approve. He shall make full report of the finances of the institution at every regular annual meeting of the trustees, and oftener if required. His books and vouchers shall be subject to the examination of the auditing committee.

Superintendent.

Section 7. The superintendent shall have the immediate care of the corporate property and the charge and direction of the institution, subject to the board of trustees and the executive committee.

He shall be the purchasing agent of the institution and in connection with the executive committee shall provide all necessaries for the institution.

He shall canvass the cooperating conferences and when practicable attend their sessions in the interests of the institution and render them an annual statement of its condition. He shall keep faithful account of all moneys received and expended by him, and shall report same to the board of trustees. His books and vouchers shall be subject to the inspection of the auditing committee. He shall receive applications for admission to the institution for disposition by the executive committee.

Order of Business.

Section 8. The order of business of the board of trustees shall be: (1) Devotional. (2) Calling of roll. (3) Reading of the minutes. (4) Report of superintendent. (5) Report of treasurer. (6) Report and recommendations of Executive Committee and other committees. (7) Deferred business. (8) New business. (9) Adjournment.

Admission to Institution.

Section 9. Children shall be received into the Orphanage and Home between the ages of five and twelve years, until a nursery be established, and shall be retained until the age of eighteen years. None shall be debarred by reason of religious creed or church relationship. None, however, shall be admitted who shall be of unsound mind or suffering from a contagious disease.

Persons over sixty years of age who shall be recommended by the pastor and official board of the church to which they are attached, and complying with the terms of admission as per application and indenture, who shall bind themselves to keep their clothing, persons, and room in order, if able to do so; to observe all the rules of the home that may be enacted, acknowledging and submitting to the authority of the board of trustees in their interpretation of these; to be courteous and kind to their fellow members, rendering all the aid in their power, whenever, through any infirmities or sickness, it is required; to be helpful according to their ability in the affairs of the household; and who attach their signature to the rules and indenture in the presence of the president, or superintendent, after he shall have read these to them, shall then be admitted to the home. The president or superintendent is hereby authorized to execute the indenture or contract on behalf of Quincy Orphanage and Home.

Section 10. Worthy applicants who are not able to fully comply with the terms of admission may be admitted at the discretion of the board.

Section 11. The furnishing of the home shall be uniform, as far as possible, and all articles brought into the home shall be the property thereof.

Section 12. Any member who is guilty of offences against the laws, rules and regulations of the home, or

who upon his or her admission into the home has made untrue statements, either through himself or herself or through his or her witnesses or those who recommended him or her, may, by a resolution of the board of trustees, be dismissed from the home, and in this event he or she shall forfeit the money paid in, property, all claims against the body corporate, and the right to be admitted again, to the exclusion of all legal remedies.

Instruction.

Section 13. The children shall be instructed in the common school branches, the Bible, and in such arts and industries as may be best adapted to fit them for usefulness.

Incorrigibility.

Section 14. In case any child should prove incorrigible, the board of trustees or executive committee shall send it to the applicants for its admission or other near friend.

If such near friend or applicant should refuse to take the child, it shall be sent to the house of correction or other penal institution.

Dismissal.

Section 15. Upon a child's arrival at the age of eighteen years, the executive committee shall grant him honorable dismissal from the institution; and he shall be given a certificate as to his character, deportment, amount of work done, and the degree of proficiency in same. He shall further be supplied with such reasonable amount of clothing and money as in the judgment of the committee he may need.

Amendments.

Section 16. The by-laws may be amended and others may be adopted, and amendments to the charter may be proposed, at any regular meeting of the board of trustees, or at any special meeting called upon two weeks' notice to the members of the board of the time, place and purpose of the meeting.

Section III

The Otterbein Home.

CONSTITUTION.

Article I—Name.

The name and objects of this corporation shall be as stated in its articles of incorporation.

Article II—Membership.

Every person, by virtue of his membership in the Church of the United Brethren in Christ, is a member of this corporation.

Article III—Management.

The management and control of this corporation shall be vested in a board of trustees consisting of fifteen members. The first board of trustees shall be elected by the incorporators of the society to serve until the twenty-sixth General Conference of the Church of the United Brethren in Christ, or until their successors are elected and qualified as herein provided.

At the twenty-sixth General Conference of the Church of the United Brethren in Christ, upon the ratification of the articles of incorporation and constitution hereof by the General Conference, the trustees shall be elected thereby in three classes, the terms of the trustees of the first class expiring when their successors are elected at the next General Conference thereafter, and the terms of those of the second class expiring when their successors are elected at the second General Conference thereafter, and the terms of those of the third class expiring when their successors are elected at the third General Conference thereafter. At each succeeding General Conference, successors to the trustees whose terms then expire shall be elected for terms of twelve years.

Article IV—Officers.

The officers of the corporation shall be a president, a secretary, a treasurer, a superintendent, and such other officers as may from time to time be deemed necessary by the board of trustees. The president and secretary shall be selected from the members of the board. The treasurer shall be the general church treasurer of the United Brethren in Christ.

Article V—Executive Committee.

The board of trustees shall select an executive committee consisting of seven members, which shall have all of the powers of the board of trustees in the interim between meetings of the board of trustees in the conduct and control of the affairs and property of the corporation.

Article VI—Duties.

The duties of the officers shall be those generally performed by such officers, but all shall be under the control and direction of the board of trustees, or, when not in session, of the executive committee.

The funds of the corporation, except such portion thereof as may be deemed necessary by the board of trustees to be retained in the hands of the superintendent for current expenses, shall be deposited with the treasurer, to be by him invested under the direction of the executive committee until such time as needed for the uses of the corporation.

The funds required for the current expenses of the institution shall be deposited in bank in the name of the corporation, but subject to the check of the superintendent. The funds in the hands of the treasurer shall be withdrawn only on the order of the executive committee.

Article VII—Superintendent.

The superintendent, under the supervision and control of the executive committee, shall have the management of such institutions as may be established by the board of trustees.

Article VIII—Board of Trustees.

The board of trustees is invested with full power and authority to determine the terms and conditions for admission of any and all persons in any of the homes, orphanages, and schools that may be established, but the general policy thereof shall be determined by the General Conference of the United Brethren in Christ.

Article IX—Meetings.

The board of trustees shall fix the time and place of its meetings.

Article X—Amendments.

This constitution may be amended at any General Conference of the United Brethren in Christ upon a vote of two-thirds of the members present.

Article XI—Vacancies.

It shall be the duty of the board of trustees to fill all vacancies in the board up to the sitting of the next General Conference.

CHAPTER XXV

Ministerial Pension and Annuity Plan.

Section I

MEMBERSHIP.

1. Membership in the Pension and Annuity Plan shall be limited to regularly ordained ministers and missionaries of the Church of the United Brethren in Christ.

2. There shall be two classes of members, contributory and non-contributory. Contributory members shall consist of those who make application for membership and who have not reached their sixty-sixth birthday prior to January 1, 1922. Non-contributory members shall consist of those who pass their sixty-sixth birthday prior to January 1, 1922.

3. No one who is eligible to join as a contributory member and who neglects to do so can receive the benefits of this Pension and Annuity Plan either as a disability or superannuation annuitant; provided, that anyone eligible for membership as a contributory member, who will have passed his sixtieth birthday prior to January 1, 1922, and who has rendered at least thirty-five years of service (ordained and unordained) in the Church of the United Brethren in Christ prior to January 1, 1922, may have the option of joining the Pension and Annuity Plan either as a contributory or non-contributory member.

4. Applications for membership shall be filed with the manager of the Pension and Annuity Plan, and must give the date of birth of applicant, complete record of service in the Church of the United Brethren in Christ, and such other information as may be required. A certificate of membership will be issued to each applicant who meets the requirements of membership either as a contributory or a non-contributory member.

Section II

MANAGEMENT.

1. The management of this Pension and Annuity Plan shall be vested in a board to be designated by the

General Conference of the Church of the United Brethren in Christ. The employment of a manager and such other help as may be necessary for the administration of this Pension and Annuity Plan, shall be under the direction of said board. This board shall have charge of the investment of the funds of the Pension and Annuity Plan subject, however, to the restriction that the funds may be invested only in municipal, state and federal government bonds or other securities that are legal for the investment of the funds of savings banks in the State of Ohio. This board, may, from time to time, adopt such rules and regulations as may be necessary for the administration of the Pension and Annuity Plan, and it shall have full authority to interpret the provisions of the plan, and to settle questions of doubt as to the eligibility of any individual for membership in the Pension and Annuity Plan.

Section III

FUNDS.

1. The general church treasurer of the Church of the United Brethren in Christ shall be treasurer of the Pension and Annuity Plan.

2. The funds of the Pension and Annuity Plan shall consist of the contributory members' annuity fund and the church service annuity fund.

3. The contributory members' annuity fund shall consist of the contributions of contributory members. The amount which each contributory member will be required to pay annually shall be actuarily computed and shall be sufficient to pay an annuity of $100.00 to each contributory member who reaches the age of sixty-eight years. Payments to the contributory members' annuity fund shall cease when the contributor reaches sixty-six years of age, unless said contributor has been granted a disability annuity before that age, in which case the contributor shall cease his payments from the date his disability annuity begins.

4. The church service annuity fund shall consist of the amount allotted to the pension fund in the budget by the Board of Administration and such other money, gifts and bequests as shall be given in the future for the support of the Pension and Annuity Plan of the Church

of the United Brethren in Christ. The income only of the church service annuity fund shall be used for the payment of annuities.

SECTION IV

SUPERANNUATION ANNUITIES.

1. The maximum superannuation annuity which a non-contributory member can receive is $400.00, all of which will be paid from the church service annuity fund. The maximum superannuation annuity which a contributory member can receive is $500.00, $100.00 of which will be paid from the contributory members annuity fund and $400.00 from the church service annuity fund. The superannuation annuity of $100.00 which a contributory member will receive from the contributory members' annuity fund is an assured annuity, since the payment of contributory members to this fund have been actuarily computed so as to provide an annuity of $100.00 to each contributory member who reaches the age of sixty-eight years. Until the church service annuity fund earns an income large enough to provide the maximum annuity of $400.00 to be paid from this fund, each beneficiary of the church service annuity fund shall receive his pro rata share.

2. The method of computing the amount of the superannuation annuities shall be as follows: A non-contributory member sixty-eight years of age or older, who has been in active service in the Church of the United Brethren in Christ at least thirty years, shall receive from the church service annuity fund an annuity of $400.00 or his pro rata share thereof. A non-contributory member sixty-eight years of age or older who has had less than thirty years of service in the Church of the United Brethren in Christ, shall receive from the church service annuity fund an annuity of $100.00 or his pro rata share thereof, with $10.00 additional for each year of service.

3. A contributory member sixty-eight years of age or older shall receive from the church service annuity fund an annuity under the same conditions governing the annuities paid non-contributory members from this fund, and in addition a contributory member shall receive from the contributory members' annuity fund an annuity of $100.00.

Section V

DISABILITY ANNUITIES.

1. In order to be eligible to receive a disability annuity a member must present satisfactory evidence to the board that he is mentally or physically incapacitated for the performance of the duties of his position. Such incapacitation must be serious enough to be regarded as permanent. Should his disability later prove to be temporary and not permanent, the member may, upon the restoration of his health resume his payments to the contributory members' annuity fund and the benefits which he received during his temporary disability shall not reduce or in any way impair the benefits which will come to him in the future.

2. Any member who is receiving a disability annuity shall not be eligible to receive the increased amount prescribed for the superannuation annuity upon reaching the age of sixty-eight years, but such member shall continue to receive the disability annuity only with such increase as shall come to the disability annuitants with the growth of the income from the church service annuity fund.

3. The method of computing the amount of the disability annuities shall be as follows: Upon the presentation of satisfactory evidence of eligibility to receive a disability annuity a member under sixty-eight years of age and having rendered at least five years of service shall receive a disability annuity of $100.00 and $10.00 for each additional year of service, providing such annuity shall not exceed $400.00.

4. All of the disability annuity of a non-contributory member shall be paid from the church service annuity fund. One-fifth of the disability annuity of a contributory member shall be paid from the contributory members' annuity fund and four-fifths from the church service annuity fund. Until the income of the church service annuity fund is large enough to pay the maximum disability annuities, each disability annuitant shall receive his pro rata share.

Section VI

DEATH PROVISIONS.

1. Upon the death of a superannuation or disability annuitant there shall be paid to his widow, so long as

she lives and remains unmarried, an annuity equal to one-half the amount her husband received with $100.00 annually in addition for each child under sixteen years of age, providing such annuity for widow and minor children shall not exceed $500.00.

2. Upon the death of a member who has not yet become either a superannuation or disability annuitant, there shall be paid to his widow as long as she lives and remains unmarried, an annuity equal to one-half the disability annuity to which the member would have been entitled for disability with $100.00 annually in addition for each child under sixteen years of age, providing such annuity for widow and minor children shall not exceed $500.00.

3. Upon the death of a member who leaves no widow but who leaves children under eighteen years of age, the annuity to which the widow would have been entitled, combined with the additional annuity on account of minor children, will be equally divided among the children, the share of each child ceasing when the child reaches the age of eighteen years.

4. In case of the death of a widow who had been receiving an annuity and who is survived by children under eighteen years of age, the amount of her annuity shall be divided equally among the minor children, the share of each child ceasing when the child reaches the age of eighteen years.

5. All of the annuities paid on account of widows and minor children of non-contributory members shall be paid from the church service annuity fund. One-fifth of the annuities paid on account of widows and minor children of contributory members shall be paid from the contributory members' annuity fund and four-fifths from the church service annuity fund.

Section VII

RATES OF PAYMENT FOR CONTRIBUTORY MEMBERS.

1. The amount of the annual payment of a contributory member to the contributory members' annuity fund is determined by his age at the time he becomes a contributor and remains constant. The following schedule of payments has been prepared so as to provide for the payment of $100.00 annually to each contributory mem-

ber after he reaches sixty-eight years of age. This annuity of $100.00 will be paid to contributory members in addition to the annuity of $400.00 that will be provided for by the church service annuity fund. All payments by members cease at the age of sixty-six years or earlier in case of disability.

Age.	*Quarterly.*	*Semi-Annual.*	*Annual.*
21	$4.96	$9.84	$19.40
22	4.98	9.88	19.48
23	5.00	9.93	19.57
24	5.02	9.97	19.66
25	5.05	10.02	19.75
26	5.07	10.07	19.84
27	5.17	10.26	20.22
28	5.28	10.49	20.68
29	5.42	10.76	21.21
30	5.57	11.06	21.80
31	5.74	11.40	22.47
32	5.83	11.78	23.22
33	6.11	12.13	23.91
34	6.36	12.62	24.88
35	6.60	13.11	25.84
36	6.87	13.64	26.89
37	7.16	14.22	28.02
38	7.48	14.84	29.26
39	7.81	15.51	30.58
40	8.19	16.26	32.05
41	8.59	17.06	33.63
42	9.06	17.99	35.46
43	9.52	18.89	37.24
44	10.04	19.93	39.30
45	10.62	21.08	41.56
46	11.26	22.35	44.07
47	11.97	23.76	46.85
48	12.77	25.35	49.97
49	13.64	27.07	53.37
50	14.63	29.04	57.25
51	15.75	31.27	61.64
52	17.03	33.80	66.65
53	18.50	36.72	72.40
54	20.21	40.12	79.10
55	22.22	44.12	87.00

Anyone entering the Pension and Annuity Plan between the ages of fifty-five and sixty-six will pay annu-

ally the regular rate as at age fifty-five, but to the first payment must be added back payments with interest at 3 percent for his years beyond age fifty-five.

For example, at 56 he would pay for the current year $87.00; one back payment $87.00; and interest on $87.00 for one year $2.61; total $176.61.

Entering at 57; $87.00; two back payments $174.00; and interest on $87.00 for one and two years respectively $2.61 and $5.22; total $268.83.

Entering at 58; $87; three back payments $261.00; and interest on $87.00 for one, two and three years respectively $2.61, $5.22 and $7.83; total $363.66.

Entering at 59; $87.00; four back payments $348.00; and interest on $87.00 for one, two, three and four years respectively; total $461.10.

Entering at 60; $87.00; five back payments $435.00 and interest on $87.00 for one, two, three, four and five years respectively; total $561.15.

Entering at 61; $87.00; six back payments $522.00 and interest on $87.00 for one, two, three, four, five and six years respectively; total $663.81.

Entering at 62; $87.00; seven back payments $609.00 and interest on $87.00 for one, two, three, four, five, six and seven years respectively; total $769.08.

Entering at 63; $87.00; eight back payments $696.00 and interest; total $876.96.

Entering at 64; $87.00; nine back payments $783.00 and interest; total $987.45.

Entering at 65; $87.00; ten back payments $870.00 and interest; total $1100.55.

2. Anyone entering the Pension and Annuity Plan between the ages of fifty-five and sixty-six years who is unable to pay the back payments required at the age of entrance, may pay the regular annual payment of $87.00 only, and upon retirement either for disability or superannuation such person shall receive one-half of the regular disability or superannuation annuity which would otherwise be paid. This one-half regular disability or superannuation annuity will be paid only until the unpaid back payments of the member, with interest at 3 percent, have been made up, after which the regular full disability or superannuation annuity will be paid.

3. The payments of contributory members are pay-

able annually in advance at the office of the treasurer on each anniversary date of the certificate of membership, but they may be paid in semi-annual or quarterly installments.

4. Sixty days grace without interest, shall be granted for each payment of dues or installment of dues during which time the privileges and benefits of membership shall continue in force.

5. If death or disability occurs within the days of grace the unpaid portion of the member's dues for the current year shall be deducted from the current annuity payments.

6. In case a member becomes delinquent in the payment of his dues he may be reinstated on condition that the board approves his application for reinstatement and he pays all arrearages of dues with interest at six percent compounded annually.

7. Anyone who believes himself unable to pay the full rate may join the Pension and Annuity Plan:

(a) By electing to pay one-half of the full rate and receive accordingly the proportionate one-half interest in the annuity benefits. These one-half annuity benefits shall be one-half of the annuity benefits which the member secures from the contributory members' annuity fund plus one-half of the annuity benefits which come from the church service annuity fund.

(b) Anyone who joins the Pension and Annuity Plan at the half-rate payment may advance at any time to the full-rate payment and thus secure the full annuity benefits by paying the rate for the age at which the application for the full rate is made. The member will thus be entitled to the full annuity benefits of the Pension and Annuity Plan, but he will pay one-half of the rate for the age when he joins the plan and one-half of the rate for the age when he made application for full benefits. For example: A member applying for admission to the Pension and Annuity Plan at the one-half rate at 25 years of age would pay one-half of the 25-year rate, which is $9.88. If fifteen years later at the age of 40 he should apply for the full rate payment, he would increase his payment by one-half of the full 40-year-age rate, which is $16.03. This would make his total payment $9.88 plus $16.03 or $25.91 which is larger than

the full 25-year rate and smaller than the full 40-year rate.

SECTION VIII

WITHDRAWALS.

1. Should a member leave the service of the Church of the United Brethren in Christ or engage in an occupation that would disqualify him for membership in the Pension and Annuity Plan, his membership shall automatically cease and upon the surrender of his certificate of membership his payments to the contributory members' annuity fund, less the amount of any disability annuity which he may have received, shall be returned to him.

2. Should a member withdraw from the Pension and Annuity Plan for any reason other than ineligibility to continue as a member, and surrender his certificate of membership, his payments to the contributory members' annuity fund, less the amount of any disability annuity which he may have received, shall be returned to him.

3. A member who has withdrawn from the Pension and Annuity Plan may again become a member on condition that the board approves his application for the renewal of his membership and he returns to the contributory members' annuity fund the amount of the payments refunded to him with interest compounded annually at six percent from the date of refund. The rate of payment of one who thus renews his membership shall be determined by his age when he renews his membership.

CHAPTER XXVI

EVANGELISM.

1. The work of evangelism is of vital importance to the denomination. It is to be regarded as the primary task of all officials, superintendents, pastors, and laymen, and special emphasis is to be placed upon it. The work of evangelism has been placed under the general supervision of the board of bishops. They shall have authority to make such regulations and promote such programs as, in their judgment, may be deemed necessary for the successful prosecution of this work.

Conference and Local Organization.

2. Each annual conference shall have an evangelistic committee consisting of the conference superintendent, or superintendents, and the superintendent's council. This committee shall have oversight of evangelistic work in the annual conference.

3. Each local church shall have a committee of three or more who, in conjunction with the pastor, shall constitute a local evangelistic committee, of which the pastor shall be the chairman. It shall be the duty of this committee to arouse an evangelistic spirit in the local church, and, if possible, to enlist every member of the church in soul winning. This committee shall take an annual census of the locality in which the church is situated and tabulate the result for the use of the church and Sunday school, and report the same to the conference committee.

Classifications of Evangelists.

4. Three classes of evangelists are to be recognized, as follows: First, evangelist-at-large, or preaching evangelists, who shall be ordained elders except in extraordinary cases. They may work independently or under the direction of the board of evangelism. Second, singing evangelists, who may or may not be licensed preachers. Third, conference evangelists, employed by the annual conference at a stated salary to be provided for by the annual conference or otherwise. No person shall be recognized as an evangelist who has not been

approved by his annual conference, or the superintendent's council of his conference. Anyone desiring the relation of evangelist-at-large must be approved by his annual conference and receive credentials from the board of bishops, and it is urged that only such persons as are thus approved be announced in our church periodicals.

5. Before any evangelist, other than those of our own church, shall be invited to conduct meetings in any of our local churches, he must be endorsed by the bishop of the district and the superintendent of the conference.

PART VI

Boundaries

CHAPTER XXVII

Bishops' Districts.[1]

I East District.

Allegheny, East Pennsylvania, Erie, Florida, Pennsylvania, Virginia, and West Virginia.

II Central District.

East Ohio, Miami, Ohio German, Sandusky, Southeast Ohio, and Tennessee.

III Northwest District.

Indiana, Michigan, Minnesota, Illinois, St. Joseph, White River, and Wisconsin.

IV Southwest District.

Colorado, Iowa, Kansas, Missouri, Nebraska, New Mexico, and Oklahoma.

V Pacific District.

California, Montana and Oregon.

VI Foreign District.

China, Japan, Philippines, West Africa, and Porto Rico.

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[1]By order of the General Conference each active bishop is required to reside within the bounds of his own district.

CHAPTER XXVIII

Conferences and Districts.

Section I

DOMESTIC CONFERENCES.

The boundaries of the conferences and districts shall be as follows:

Allegheny.

1. Beginning at the southwest corner of Mercer County, Pennsylvania; thence along the southern line of Mercer and Venango counties to Clarion County; thence north along the eastern line of Venango County to Warren County; thence along the southern line of Warren, McKean, and Potter counties; thence north along the eastern line of Potter County to the New York State line; thence along the State line between New York and Pennsylvania to the north branch of the Susquehanna River; thence along the west line of the East Pennsylvania and Pennsylvania conferences to the State of Maryland; thence along the south line of the State of Pennsylvania to the southwest corner of the State; thence along the State line to the place of beginning.

California.

2. California Conference embraces all of the State of California.

Colorado.

3. Colorado Conference embraces all of the States of Colorado, Wyoming, and Utah.

East Ohio.

4. Beginning at the northeast corner of the State of Ohio; thence south along the State line and the Ohio River to Marietta; thence up the Muskingum River to a point opposite the northwest corner of Noble County, Ohio; then due east to said northwest corner of Noble County; thence north along the east line of Muskingum and Guernsey counties, Ohio; thence west along the north line of Muskingum and Licking counties, Ohio, to

the east line of Delaware County, Ohio; thence west from this point to Delaware, Ohio; thence north along the eastern boundary of Sandusky Conference to Sandusky City, Ohio; thence eastward along the northern boundary of the State of Ohio to the place of beginning. For exceptions, see Sandusky Conference.

East Pennsylvania.

5. Beginning at the northeast boundary of the State of New Jersey on the Atlantic Coast; thence along the said boundary line and the Delaware River to the northern boundary of Pennsylvania; thence westward along said boundary to the north branch of the Susquehanna River; thence along said river to the junction of the north and west branches of the Susquehanna River; thence southward along the east shore of the Susquehanna River and the Chesapeake Bay to the Atlantic Ocean; thence northward along the Atlantic Coast to the place of beginning. Said conference shall be the legal successor of Eastern Conference and East Pennsylvania Conference. All rights, interests, bequests, and obligations of said conferences shall inhere in the said East Pennsylvania Conference.

Erie.

6. Beginning on the shore of Lake Erie, at the northwest corner of the State of Pennsylvania; thence south along the State line between Ohio and Pennsylvania to the southwest corner of Mercer County, Pennsylvania; thence east with the line as described in the bounding of Allegheny Conference to the New York State line, and including the State of New York and all that part of Pennsylvania embraced within the above-described limits; provided, that Orangeville Circuit be included in Erie Conference.

Florida.

7. Florida Conference embraces all of the States of Georgia and Florida.

Illinois.

8. Illinois Conference embraces all of the State of Illinois, and becomes the legal successor to the Northern Illinois and Lower Wabash conferences, as constituted

prior to their union under an enabling act passed by the General Conference of 1917.

Indiana.

9. Indiana Conference shall embrace all the territory in Indiana south of the following line: Beinning at the northwest corner of Sullivan County, thence due east to the west boundary of Bartholomew County; thence southeast to Columbus; thence eastward by way of Big Four Railroad to Greensburg, thence southeast by said railroad to the southwest corner of Franklin County; thence east along said county line to the Ohio State line; provided, that Lewis church in Vigo County, Briley and Middlebury churches in Clay County, and Beech in Owen County shall belong to Indiana Conference, and Columbus charge shall belong to White River Conference. See also Tennessee Conference.

Iowa.

10. Iowa Conference embraces all of the State of Iowa.

Kansas.

11. Kansas Conference embraces all of the State of Kansas.

Miami.

12. Beginning at the mouth of the Great Miami River; thence north along the western boundary of the State of Ohio, to the northwest corner of Darke County, Ohio; thence eastward along the Sandusky Conference line to Sidney, Ohio; thence to the east line of Champaign County, Ohio; thence southwest along the east line of the counties of Champaign, Clark and Greene to the north line of Clinton County; thence west on the north line of Clinton County to the northeast corner of Warren County; thence south on the east line of Warren County to the north line of Clermont County; thence west on the north line of Clermont County to the east line of Hamilton County; thence south on the east line of Hamilton County to the Ohio River; thence down the Ohio River to the place of beginning; provided, that the cities of Newport and Covington, in the State of Kentucky, and the Rockdale Church, in the State of Indiana, shall belong to the Miami Conference.

Michigan.

13. Michigan Conference embraces all of the State of Michigan.

Minnesota.

14. Minnesota Conference embraces all of the State of Minnesota.

Missouri.

15. Missouri Conference embraces all of the State of Missouri, and for administrative purposes any organized work in Louisiana.

Montana.

16. Montana Conference embraces the entire state of Montana, and that part of North Dakota which lies south and west of the Missouri River.

Nebraska.

17. Nebraska Conference embraces all of the States of Nebraska and South Dakota.

New Mexico.

18. New Mexico Conference embraces all of the State of New Mexico.

Ohio German.

19. Ohio German Conference embraces the States of Ohio, Kentucky, Indiana, and Illinois. Permission is also granted to go into any of the Western States or Territories, where doors of usefulness may be open to labor among the German population.

Oklahoma.

20. Oklahoma Conference embraces all of the State of Oklahoma.

Oregon.

21. Oregon Conference embraces all of the States of Oregon, Washington and Idaho.

Pennsylvania.

22. Beginning at the mouth of the Juniata River; thence along said river westward to the crest of the Tuscarora Mountains; thence southward along the crest

of said mountains to the State of Maryland; thence westward along the Pennsylvania and Maryland State lines to the northwest corner of Washington County, Maryland; thence southward along the western boundary of said county to the Potomac River; thence along said river to the Chesapeake Bay; thence eastward along the coast to the mouth of the Susquehanna River; thence northward along said river to the place of beginning.

St. Joseph.

23. St. Joseph Conference embraces all territory north of the following-described line: Beginning at the southwest corner of Warren County, Indiana; thence east on said county line to the Wabash River; thence up said river to Tippecanoe County line; thence south to the Montgomery County line; thence east on said county line to Hamilton County; thence north to Howard County; thence east on Howard County line to Grant County; thence north on Grant County line to Wabash County; thence west and north on Wabash County line to the Wabash River; thence along the Wabash River to the Ohio State line; provided, that Howard Chapel and Independence shall belong to White River Conference. It hereby becomes legal possessor to those parts of the divided Upper Wabash Conference that lie within these described lines.

Sandusky.

24. Beginning at Sandusky, Ohio; thence south along the Baltimore and Ohio Railroad to Shelby Junction; thence south and west along the Big Four Railroad to Delaware and Marysville, Ohio; thence west along the south line of Logan County to Sidney, Ohio; thence west on a straight line to the northeast corner of Darke County, Ohio; thence west to the west line of the State of Ohio; thence north along the State line to the northwest corner of the State line of Ohio; thence east to Sandusky, Ohio, the place of beginning; provided, that Sidney, Johnsville, Belleville, Cardington, Galion, Shelby, and Willard, shall belong to Sandusky Conference, and Ostrander and Union shall belong to Southeast Ohio Conference.

Southeast Ohio.

25. Beginning at Delaware, Ohio; thence along the boundary line of East Ohio Conference in a southeasterly

direction to Marietta, Ohio; thence down the Ohio River to the east line of Hamilton County, Ohio; thence to the northwest corner of Clermont County; thence along the north line of Clermont County to the east line of Warren County, Ohio; thence northward on the east line of the counties of Warren, Greene, Clark and Champaign to the south line of Sandusky Conference; thence eastward along said line to Delaware, Ohio, the place of beginning.

Tennessee.

26. Tennessee Conference embraces all of the State of Tennessee, that portion of Alabama contiguous thereto, and all of the State of Kentucky, except that portion along the Ohio River contiguous to the State of Indiana and now being operated by the Indiana Conference; provided, that the cities of Newport and Covington in Kentucky shall belong to Miami Conference. Tennessee Conference shall be the legal successor to the former East Tennessee, West Tennessee, and Kentucky Conferences.

Virginia.

27. The Virginia Conference embraces the State of Virginia except the counties of Lee, Scott and Washington; also that part of West Virginia lying east of the west boundary lines of the counties of Grant and Pendleton of said State; also, Allegheny County, Maryland, and that part of Garrett County, Maryland, lying east of the boundary of West Virginia Conference; provided, that Swanton and Bethlehem churches shall belong to West Virginia Conference.

West Virginia.

28. Beginning with the summit of the Allegheny Mountains at the line between Pennsylvania and Maryland; thence along the summit of said mountains southwest to the Grant County line; thence along the west line of said county to Pendleton County; thence along the west line of said county to the Virginia State line; thence along the State line to the Kentucky State line; thence north to the Ohio River; thence with said river to the Pennsylvania State line; thence east on said line to the place of beginning.

White River.

29. White River Conference embraces all the territory in the State of Indiana lying between Indiana Conference and St. Joseph Conference, as defined under those heads. For exception see Miami Conference.

Wisconsin.

30. Wisconsin Conference embraces all of the State of Wisconsin.

SECTION II

FOREIGN CONFERENCES.

China.

The China Foreign Mission Conference embraces the territory occupied by the United Brethren missions in Southern China, with Canton as headquarters.

Japan.

The Japan Foreign Mission Conference embraces the territory occupied by the United Brethren missions in the central portion of Japan, with Tokyo as headquarters.

Philippines.

The Philippine Foreign Mission Conference embraces the territory occupied by the United Brethren missions in Union Province and portions of adjacent sub-provinces, Philippine Islands.

Porto Rico.

The Porto Rico Foreign Mission Conference embraces the territory occupied by the United Brethren missions in the Ponce District, Porto Rico.

West Africa.

The West Africa Foreign Mission Conference embraces the territory occupied by the United Brethren missions in Sierra Leone, West Africa.

PART VII

Formulas and Forms

CHAPTER XXIX

FORMULAS.

SECTION I

RECEPTION OF MEMBERS.

When at any church service there are persons who desire to unite with the church, either on confession of faith or by letter, the officiating minister shall call the applicants forward and shall announce their names to the congregation. Those having letters need reply only to the last two questions. Addressing the applicants he shall say:

DEARLY BELOVED: Inasmuch as you present yourselves [or yourself] for admission into the Church of the United Brethren in Christ, we rejoice with you that through the grace of God you have been brought to a knowledge of the truth and have been made partakers [or partaker] of his great salvation. The privileges you seek are above price, and the duties enjoined are sacred. The church is the body of Christ of which he is the head. The body is subservient to the head and the several members are mutually related as constituents or parts of the body. How intimate, then, and significant are the relations of church members to one another and to Christ! It is proper that you publicly confess your faith and avow your purpose by answering the following questions:

(1) Do you believe the Bible to be the Word of God, and that therein only is revealed the way of salvation, and do you take this Word to be your rule of faith and conduct? If so, answer, "I do."

(2) Do you believe that Jesus Christ is the Son of God, and do you accept him as your personal Savior? If so, answer, "I do."

(3) Are you determined by the grace of God to follow Christ, renouncing the world and all ungodliness, seek-

ing to lead a life of holiness and devotion to God and his cause? If so, answer, "I am."

(4) Are you willing to be governed by our church rules as laid down in the Discipline? If so, answer, "I am."

(5) Will you prayerfully study to know your duty as a Christian steward, and will you contribute of your means to the support of the gospel and the benevolent activities of the church as God prospers you? If so, answer, "I will."

(6) Have you been baptized?

[If the answer to this question be in the negative, then the applicant shall be instructed to attend to the duty as soon as practicable.]

If the above questions are answered in the affirmative, and no lawful objections be made by any member, then the minister shall give his right hand to such persons (or person) and shall say: As an officer of this church it gives me pleasure to receive you into its fellowship.

Then the members of the church shall be asked to stand, and the minister shall repeat the following covenant:

Do you, the members of the Church of the United Brethren in Christ, enter into a covenant with these applicants [or this applicant] for membership, and promise to watch over, instruct, counsel, and cherish them [or him or her] with all long-suffering, gentleness, and love. If so, answer, "By the grace of God we will."

Prayer by minister.

The hand of fellowship shall then be extended by the members. The minister shall register the names of the accepted members in the church record.

Section II

BAPTISM OF ADULTS.

When the applicant (or applicants) on call of the minister, has presented himself before him, he shall say:

Our Lord commanded his apostles, saying "Go ye therefore, and make disciples of all nations, baptizing them into the name of the Father and of the Son and of the Holy Spirit" (Matt. 28:19). On the day of Pente-

cost, the multitude, under the preaching of the Word, "were pricked in their heart, and said unto Peter and the rest of the apostles, Brethren, what shall we do? And Peter said unto them, Repent ye, and be baptized every one of you in the name of Jesus Christ unto the remission of your sins, and ye shall receive the gift of the Holy Spirit" (Acts 2:37, 38).

Philip, the evangelist, went down to the city of Samaria, and preached Christ to the people. And "when they believed Philip preaching good tidings concerning the kingdom of God and the name of Jesus Christ, they were baptized, both men and women" (Acts 8:12).

Dearly beloved, it has pleased God, in his infinite mercy, to awaken you to a sense of your guilt and danger, and to lead you, as we humbly trust, to repentance and faith in our Lord Jesus Christ. By presenting yourself [or yourselves] for this holy sacrament, you declare your purpose to lead a new life, and to seek an inheritance with the righteous in the "house not made with hands, eternal in the heavens."

Do you now solemnly consecrate yourself [yourselves] to Christ and his service; and will you endeavor henceforth to keep God's holy commandments and to walk in the same all the days of your life? If so, answer, "I will endeavor so to do, the Lord being my helper."

The minister shall then baptize the candidate, repeating his (or her) name and saying,

I baptize thee in the name of the Father and of the Son and of the Holy Spirit, Amen.

The service shall be concluded with a short prayer and benediction.

Section III

BAPTISM OF CHILDREN.

When the sponsors have presented themselves with the child (or children) before the minister at his call, he shall say:

"And they were bringing unto him little children, that he should touch them: and the disciples rebuked them. But when Jesus saw it, he was moved with indignation, and said unto them, Suffer the little children to come unto me; forbid them not: for to such belongeth the kingdom of God. Verily I say unto you,

Whosoever shall not receive the kingdom of God as a little child, he shall in no wise enter therein. And he took them in his arms, and blessed them, laying his hand upon them" (Mark 10:13-16).

In presenting this child for baptism, you not only signify your faith in the Christian religion, of which baptism is a sacrament, but also your desire that he [or she] may early know and follow the will of God, may live and die a Christian, and attain unto everlasting life.

In order to do this it will be your duty, as parents [or guardians] to teach him [or her] early the fear of the Lord; to watch over his [or her] education, that he [or she] be not led astray; to direct his [or her] youthful mind to the Holy Scriptures, and his [or her] feet to the sanctuary; to restrain him [or her] from evil associates and habits; and, as much as in you lies, to bring him [or her] up in the nurture and admonition of the Lord.

Will you endeavor so to do, by the help of God? If so, answer, "I will."

The minister shall then baptize the child, repeating the full name of the same, and saying:

I baptize thee in the name of the Father, and of the Son, and of the Holy Spirit. Amen.

All to be followed by a short prayer by the minister.

Section IV

THE LORD'S SUPPER.

Singing of a hymn.

We shall now celebrate the sacrament of the Lord's Supper. Ancient prophecy anticipated the vicarious sufferings of our Lord in the following affecting words:

"He was despised and rejected of men; a man of sorrows, and acquainted with grief: and as one from whom men hide their face he was despised; and we esteemed him not. Surely he hath borne our griefs, and carried our sorrows; yet we did esteem him stricken, smitten of God, and afflicted. But he was wounded for our transgressions, he was bruised for our iniquities; the chastisement of our peace was upon him; and with his stripes we are healed" (Isa. 53:3-5).

The gospel record of the institution of the supper de-

clares: "When the hour was come, he sat down, and the apostles with him. And he said unto them, With desire I have desired to eat this passover with you before I suffer; for I say unto you, I shall not eat it, until it be fulfilled in the kingdom of God. And he received a cup, and when he had given thanks, he said, Take this, and divide it among yourselves: for I say unto you, I shall not drink from henceforth of the fruit of the vine, until the kingdom of God shall come. And he took bread, and when he had given thanks, he brake it, and gave to them, saying, This is my body which is given for you: this do in remembrance of me. And the cup in like manner after supper, saying, This cup is the new covenant in my blood, even that which is poured out for you" (Luke 22:14-20).

The Apostle Paul testifies: "For I have received of the Lord that which also I delivered unto you, that the Lord Jesus in the night in which he was betrayed took bread; and when he had given thanks, he brake it, and said: This is my body, which is for you: this do in remembrance of me. In like manner also the cup after supper, saying, This cup is the new covenant in my blood: This do, as oft as ye drink it, in remembrance of me. For as often as ye eat this bread, and drink this cup, ye proclaim the Lord's death till he come" (I Cor. 11:23-26).

Here should follow a consecratory prayer.

The administration of the elements is left as to details to the judgment of the pastor and the church.

Section V

Ordination of Elders.

On the day appointed for ordination services a suitable sermon shall be preached, whenever practicable. The officiating bishop (or elder, in the absence of a bishop) shall call one or more elders, if they be present, to assist him in the ceremonies of ordination.

After the names of the candidates have been read aloud, the bishop (or elder) shall address them as follows:

An elder "must be blameless, as God's steward; not selfwilled, not soon angry, no brawler, no striker, not greedy of filthy lucre; but given to hospitality, a lover

of good, soberminded, just, holy, selfcontrolled; holding to the faithful word which is according to the teaching, that he may be able both to exhort in the sound doctrine, and to convict the gainsayers" (Titus 1:7-9).

Are you assured that you are inwardly moved by the Holy Spirit to take upon you the office of the ministry to serve God in the church of Christ to the honor and glory of his holy name? If so, answer, "I am, as I truly believe."

Do you believe the Holy Scriptures, Old and New Testaments? If so, answer, "I do believe them."

Will you give due diligence to earnest study, especially of the Holy Bible, but also of other fields of literature, for intellectual growth and quickening? If so, answer, "I will."

Will you apply due diligence to frame and fashion your life according to the doctrines of Christ, and to make yourself, as much as in you lies, a wholesome example to the flock of Christ? If so, answer, "I will, the Lord being my helper."

Will you loyally maintain the doctrines and polity of the Church of the United Brethren in Christ, and devote yourself with all possible zeal and faithfulness to the extension of the Master's kingdom in any field to which you may be assigned from time to time in the ministerial service? If so, answer, "I will endeavor, through the grace of God, to do so."

Prayer by the officiating bishop.

After the prayer the bishop and elders shall lay their hands upon the head of each of the candidates, and the bishop shall say:

Take thou authority to execute the office of an elder in the church of God, in the name of the Father, and of the Son, and of the Holy Spirit. Amen.

Hereupon the bishop (or elder) shall deliver to each of them the Holy Bible saying:

Take thou authority to preach the Word of God, and to administer the sacraments in the church of Christ.

Prayer by the bishop or one of the elders.

After the prayer the bishop shall read as follows:

"Let your loins be girded about, and your lamps burning; and be ye yourselves like unto men looking for their lord, when he shall return from the marriage feast; that, when he cometh and knocketh, they may

straightway open unto him. Blessed are those servants, whom the lord when he cometh shall find watching: verily I say unto you, that he shall gird himself, and make them sit down to meat, and shall come and serve them. And if he shall come in the second watch, and if in the third, and find them so, blessed are those servants" (Luke 12:35-38).

The following benediction is to be pronounced:

The peace of God keep your hearts and minds in the knowledge of Jesus Christ our Lord. Amen.

Section VI

HOME MISSION CONSECRATION SERVICE.

Dearly Beloved: You have been appointed as missionary to ———————— and are commissioned to carry the bread of eternal life to souls who will perish without it.

Listen to the Word of the Lord: "And it shall be, that whosoever shall call on the name of the Lord shall be saved" (Acts 2:21). "How then shall they call on him in whom they have not believed? and how shall they believe in him whom they have not heard? and how shall they hear without a preacher? and how shall they preach except they be sent?" (Rom. 10:14, 15).

The home missionary society, under divine direction as we believe, is about to send you out to preach the living Word to perishing souls.

Question. Have you a deep, abiding love for souls, and an absorbing interest in their salvation? and have you felt especially called of God to this work? If so, answer, "I have, as I truly believe."

God's Word says: "But arise, and stand upon thy feet: for to this end have I appeared unto thee to appoint thee a minister and a witness both of the things wherein thou hast seen me, and of the things wherein I will appear unto thee" (Acts 26:16). "Ye shall be my witnesses both in Jerusalem, and in all Judea, and Samaria, and unto the uttermost part of the earth" (Acts 1:8). "To open their eyes, that they may turn from darkness to light and from the power of Satan unto God, that they may receive remission of sins and an inheritance among them that are sanctified by faith in me" (Acts 26:18).

Question. Are you willing to work under the direction of the Home Mission and Church Erection Society of the Church of the United Brethren in Christ, devoting your time and energy to the work to which you are appointed? If so, answer, "I am, the Lord being my helper."

It is God's will "that repentance and remission of sins should be preached in his name unto all the nations, beginning from Jerusalem. Ye are witnesses of these things" (Luke 24:47, 48).

Question. Do you then publicly dedicate yourself to this work of God? If so, answer, "I do."

"Lo, I am with you always, even unto the end of the world."

PROVISIONAL PROGRAM.

(To be used in connection with above service.)

1. Song.
2. Scripture. II Timothy 4:1-8.
3. Song.
4. Explanatory Remarks.
5. Remarks by Candidates.
6. Song.
7. Charge to Candidates.
8. Reading of Consecration Service.
9. Consecratory Prayer.
10. Song.
11. Benediction.

SECTION VII

FOREIGN MISSION CONSECRATION SERVICE.

The representative of the board of the Foreign Missionary Society shall address the candidates as follows:

"And Jesus came to them and spake unto them, saying, All authority hath been given unto me in heaven and on earth. Go ye therefore, and make disciples of all the nations, baptizing them into the name of the Father and of the Son and of the Holy Spirit; teaching them to observe all things whatsoever I commanded you; and lo, I am with you always, even unto the end of the world" (Matt. 28:18-20).

You have listened to the command which Christ gave to his first disciples and which constitutes his church a missionary church in all ages. You believe that this

command applies to all followers of Christ today, and that it is incumbent upon them, in so far as may be possible, to devote their lives to the extension of his kingdom in the earth. Earnestly seeking to obey this command, you are convinced that it is your duty and privilege to engage in the service of Christ in a foreign land. You have heard the call of God sounding in the depths of your own soul, summoning you to this high endeavor. You have found this call confirmed by the circumstances of your life and the judgment of the board of foreign missions. In recognition of these facts, and following, as we believe, the leadership of the Holy Spirit, we desire to set you apart to the work of a foreign missionary, to witness for Christ in non-Christian lands, and to bestow upon you the commission of the Foreign Missionary Society.

Question. Have you a deep love for souls, and a strong passion for their salvation, and have you felt especially called of God to missionary work? If so, answer, "I have, as I truly believe."

Question. Do you give yourself [or yourselves] unreservedly to the work of Christ in the land to which you shall be assigned, in humble reliance upon divine help, and do you make it the purpose of your life to walk with Christ as his missionary, faithful in word and deed, and in hearty cooperation with your fellow-workers, under the direction of this board? If so, answer, "I do."

I, then, by virtue of the authority bestowed upon me by the Foreign Missionary Society of the United Brethren in Christ declare you to be now set apart and appointed a foreign missionary of the Church of the United Brethren in Christ, and in token thereof we present you with this commission:

THE FOREIGN MISSIONARY SOCIETY OF THE
UNITED BRETHREN IN CHRIST.

DAYTON, OHIO, U. S. A.

To All to Whom This Shall Come, Christian Greetings.

This certifies that.....
is appointed a missionary of the gospel of Jesus Christ, our Lord, to....., under the direction and regulations of the Foreign Missionary Society of the

United Brethren in Christ, and is entitled to all the rights and privileges attaching to that office.

Given this.....day of....., 19....

.....
President of Board.

.....
Chairman of Executive Committee.

.....
General Secretary.

"Go ye into all the world and preach the gospel to the whole creation."

PROVISIONAL PROGRAM.

(To be used in connection with above service.)

1. Song.
2. Scripture lesson. Romans 10:12-15; Acts 26: 16-20, and 13:47-49.
3. Prayer.
4. Song.
5. Introductory Words.
6. Remarks by Candidates.
7. Song.
8. Charge to the Candidates.
9. Consecration Service.
10. Prayer of Consecration.
11. Song.
12. Benediction.

SECTION VIII

CONSECRATION OF A DEACONESS.

After suitable introductory service has been held, the officiating bishop (or elder, in the absence of the bishop) may call other elders, if they be present, to assist in the consecration service.

To be read by the officiating bishop:

In response to the will of God, who called Phoebe and Dorcas into the service of the church, you present yourself for consecration to the office of deaconess in the Church of the United Brethren in Christ. The work of a deaconess is a high and holy calling, requiring unselfish and sacrificial labor. Like our gracious Master, you are to go about doing good, ministering to the wants of a suffering, sorrowing, and sin-laden world.

You are to minister to the poor, visit the sick, pray with the dying, care for the orphan, seek the wandering, comfort the sorrowing, and seek to save the sinning. Such service confers a high honor, but also lays upon you a great responsibility. The church now solemnly sets you apart for this special service.

The following questions should be asked:

Do you believe that you have been led by the Holy Spirit to assume the duties of a deaconess in the church? If so, answer, "I do."

Do you, in the presence of God and of this congregation, promise faithfully to perform the duties of a deaconess? If so, answer, "I do."

Do you fully accept the Holy Scriptures as the Word of God? If so, answer, "I do."

Will you accept the direction of those whom the church may set over you in the prosecution of your work? If so, answer, "I will."

Prayer of consecration, the candidate kneeling.

After the prayer, the person officiating shall place his right hand on the head of the candidate and shall say:

Take thou authority to perform the duties of a deaconess in the church of God, in the name of the Father, and of the Son, and of the Holy Spirit. Amen.

Delivery of certificate, deaconess standing.

Song, "Take my life and let it be," or other suitable song.

Benedictory prayer.

Section IX

LAYING CORNER-STONE.

The following order of service may be observed:

1. *Singing.*
2. *Reading of Scripture.* (Ps. 132; I Cor. 3:8-23.)
3. *Prayer.*
4. *Singing.*
5. *Sermon or address.*
6. *Collection.*
7. *Laying of stone.*

The minister, standing by the stone, shall exhibit the box to be deposited, and read the list of contents. Then, assisted by the builder, he shall deposit the box and adjust the stone to its resting place. This done, the officiating minister shall say:

BELOVED: In ancient time God commanded his servant Moses to set up the tabernacle in the wilderness, and bestowed his blessings upon Solomon, the king, in erecting the temple in Jerusalem, whither the tribes came up to worship. In like manner he has moved your hearts to erect a sanctuary, where, in years to come, his people may assemble for the worship of God. As this corner-stone is placed in position, the stone upon which this temple shall rest, may our own lives be built more securely upon Jesus Christ, the chief corner-stone.

In repeating the following sentence the minister shall strike the stone after the words "Father," "Son," and "Holy Spirit," the trustees and other church officials responding "Amen" after every stroke. Trustees and officials shall join the minister in the final "Amen and Amen."

In the name of the Father, and of the Son, and of the Holy Spirit, we lay this corner-stone in the foundation of the house to be erected and dedicated to the worship of God, wherein his word shall be preached and his worship maintained. Amen and Amen.

8. *Doxology.*
9. *Benediction by the pastor.*

SECTION X

CHURCH DEDICATION.

The following order of service may be used:

1. *Scripture Reading.* (Ps. 84; or Isa. 62 and Ps. 122.)
2. *Singing.*
3. *Prayer.*
4. *Singing.*
5. *Sermon.*
6. *Offering.*
7. *Singing.*
8. *Scripture reading, with congregation standing.*

"I was glad when they said unto me, let us go unto the house of Jehovah. How amiable are thy tabernacles, O Jehovah of hosts! My soul longeth, yea even fainteth for the courts of Jehovah; my heart and my flesh cry out unto the living God. Blessed are they that dwell in thy house; they will be still praising thee."

"For a day in thy courts is better than a thousand.

I had rather be a door-keeper in the house of my God than to dwell in the tents of wickedness."

When Moses had built the tabernacle in the wilderness, Jehovah symbolized his acceptance of it by covering the tent of meeting with a cloud and filling it with the glory of Jehovah.

When Solomon had built the temple at Jerusalem, he held a great service of dedication, when "the fire came down from heaven and consumed the burnt offering; and the glory of Jehovah filled the house."

When Zerubbabel rebuilt the temple he too held a service of dedication, as did also Nehemiah when he had finished the walls about the city.

It is appropriate that you, having built to Jehovah a house of worship, should come before God in this service in which we shall dedicate this house to the glory of God and to the service of the community, of which you plan to be a vital part.

"But will God in very deed dwell with them on the earth? behold, heaven, and the heaven of heavens, can not contain thee; how much less this house that I have built! Yet have thou respect unto the prayer of thy servant, and to his supplication, O Jehovah my God, to hearken unto the cry and unto the prayer which thy servant prayeth before thee: that thine eyes may be opened toward this house night and day, even toward the place whereof thou hast said that thou wouldest put thy name there; to hearken unto the prayer which thy servant shall pray toward this place. And hearken thou to the supplication of thy servant, and of thy people Israel, when they shall pray toward this place: yea, hear thou from thy dwelling place, even from heaven; and when thou hearest, forgive."

"For Jehovah hath chosen Zion; he hath desired it for his habitation. This is my resting place forever: here will I dwell; for I have desired it. I will abundantly bless her provision; I will satisfy her poor with bread. Her priests also will I clothe with salvation; and her saints shall shout aloud for joy" (Ps. 132: 13-16).

"Now, O my God, let, I beseech thee, thine eyes be open, and let thine ears be attent, unto the prayer that is made in this place. Now therefore arise, O Jehovah God,

into thy resting place, thou, and the ark of thy strength: let thy priests, O Jehovah God, be clothed with salvation, and let thy saints rejoice in goodness" (II Chron. 6:40, 41).

"Blessed be Jehovah, God of Israel, from everlasting even to everlasting. And let all the people say, Amen. Praise ye Jehovah" (Ps. 106:48).

9. *Address to the trustees at the dedication of a church, the trustees standing in front of the altar.*

BRETHREN: You have been selected by the church to hold the honorable and responsible place of trustees of this house of worship now being dedicated to the service of Almighty God. In this office you represent the church, and will act on its behalf and for its welfare, but in no sense forget the interests of the community which are identified with the house of God.

The house of God is sacred; it is God's holy temple, where he is to be worshiped in the beauty of holiness and love; therefore, do nothing in vainglory, but by love serve one another. Nothing should enter this sacred place that will defile the temple of God; but at the same time let it ever be remembered that all works of justice, of mercy, of love, of helpfulness of whatsoever kind are proper in the house of God.

By your official relation you are vitally interested in this temple. Protect it at all times; preserve it for constant service; improve it as needs arise. As assistants of the pastor, help him to make this a holy place. As representatives of the church in the community, win men to it, and through it to the Lord Jesus Christ.

In the name of the Holy Trinity I now give this key to the president of the board of trustees as the symbol of your authority, to hold this property in trust for God and the Church of the United Brethren in Christ. I pray that Christian faith and hope and love dwell in your hearts, and that the Holy Spirit may be your guide and comforter.

10. *Dedicatory Prayer.*

And now, Lord God of our fathers, we give this house to thee. As thy people have built it for thy worship and glory, we pray that thou wilt accept it in the name of thy Son our Savior, and manifest thyself approvingly to all who have given to this work with a sincere desire to honor thee and to save men. As thou didst dwell in

the temple at Jerusalem, so make this thy resting place. Show forth thy power and glory here from time to time in the salvation of sinners, and in the edification of thy people. When thy servants preach the word in this house, be thou in them, and accompany the truth by thy Holy Spirit, to the hearts of all who shall hear. And when thy people meet in this place for prayer and praise, reveal thyself graciously to their faith, and afford unto them the joys of thy great salvation. Preserve this house, we beseech thee, from fire and storm, and make it a very great blessing to as many as shall worship before thine altar. May the people remember that this is thy house—the place where thy honor dwelleth—and enter it with reverence and gladness. And not only accept this house, but accept also our hearts as we dedicate them anew to thee. Cleanse them and make them fit temples for the indwelling of thy Spirit. Accept, we pray thee, all we bring in this hour of consecration, sealing it with thine own approval. And at last gather us all into the eternal temple not made with hands, and thy name, O God the Father [*"Amen," responded by trustees*], and thy name, O Christ the Son [*"Amen," responded by trustees*], and thy name, O Holy Spirit [*"Amen," responded by trustees*], shall have all the praise evermore. Amen and Amen. [*Repeated together by officiating minister and trustees.*] Let all the people say, Amen [*"Amen," responded by the people*].

I now declare this house duly dedicated to God Almighty, for his worship and service.

11. *Doxology.*

12. *Benediction by the pastor.*

This service may be conducted by a bishop, conference superintendent or any minister.

Section XI

Parsonage Dedication.

Charge to the Trustees.

The Scriptures clearly teach that as Aaron was divinely appointed to the priesthood, even so today men are called to the ministry for the purpose of preaching the Word and otherwise giving aid and comfort to the spiritually needy. In the same divine program it is also

ordained that those who "preach the gospel shall live of the gospel." In Second Kings, fourth chapter, we read that after frequent visits by the prophet Elisha to Shunem, a great woman and her husband, in recognition of his exalted character and special blessing to their home, erected for his sole use a little chamber, and furnished it with a bed, a table, a seat, and a candlestick. Here the man of God was to tarry at times for rest and meditation.

Likewise, providing a home for the pastor is a recognition of his high office and great value to the church, and by so much is a wise provision contributing to his temporal support. This house, about to be dedicated as a pastor's home, has been made possible by the generous gifts of those who are interested in the ministry and church your represent.

You have been appointed by the church to the responsible offices of trustees of this manse, and in such capacity you are to represent the church and act on its behalf whenever your services are required. Remember, however, that in a very important sense the entire community has an interest in it, and should be led to recognize its real value to the religious and social betterment of the same. It is your duty properly to care for this building, keeping it in good repair, and so beautifying the grounds as to make the property attractive to the general public, ever keeping in mind that it is God's house, to be used for his glory.

Beloved, by the direction of the quarterly conference, and in the name of the Holy Trinity, I now give this key to the president of the board of trustees as a symbol of your authority to hold this parsonage in trust for the Church of the United Brethren in Christ. May you cheerfully perform the duties which devolve upon you, ever looking to the Spirit of promise for direction and help. Amen.

(Note—Where the conditions warrant, the impressiveness of the occasion may be intensified by the bishop delivering the key to the conference superintendent, he in turn to the pastor, and the pastor to the chairman of the board, each in the name of the Trinity.)

Dedicatory Prayer.

And now, Lord God of our fathers, we give this house to thee, praying that what the people have built for

thy glory may be accepted of thee in the name of th Son, our Savior. Graciously manifest thyself to who have contributed to this work with a sincere de to glorify thee in the furtherance of thy cause.

When thy servants who shall dwell in this p preach the Word, blessedly reveal thy presence in m ing the message they bring the power of God unto vation to as many as believe. Preserve this house beseech thee, from fire and storm, and make it a co tinual blessing to the entire charge. Not only accep this home provided for thy servants, but accept anew the devotion of our hearts, and dwell thou in them a cording to thy promise, and at last home us with th saved in "Father's house," and unto the triune G Father, Son, and Holy Spirit, blessed and glorious shall give praise evermore. Amen.

I now declare this house duly set apart as the dence of the pastor of the ———————— Church the United Brethren in Christ of ————————

Section XII

INSTALLATION OF Y. P. S. C. E. OFFICERS IN LOCAL SOCIETY OR CONFERENCE UNION.

After the officiating person has called forward newly-elected officers, the recording secretary ca their names, he may address them as follows:

My dear Friends: You have been greatly honored being elected to the several offices of this ———— Endeavor Society [or Union]. It is a mark of the c fidence these members have in your ability, your C tian character, and your faithfulness to duty. The C tian Endeavor work is by no means an inferio partment of the church, but can be made a power arm of Christian service, as also a very decided me of personal growth and efficiency in the great cause hastening the establishment of the kingdom of Chr in the earth. Much will depend on the devotion, z and faithfulness of every one of you in the discharg your official duties.

Question. Do you promise to give all diligence to performance of your several official duties. If let each answer, "I do." Will it be your earnest e deavor to make this local society [or Endeavor Union

strong force in the training of Christian workers and the development of Christian character in the individual members? If so, answer, "I will."

ter the prayer of consecration, the leader shall say:

now declare you to be duly installed to the offices this Endeavor organization for the ensuing year. hovah bless thee and keep thee; Jehovah make his to shine upon thee, and be gracious unto thee; ovah lift up his countenance upon thee and give e peace."

SECTION XIII

MARRIAGE CEREMONY—(FORM I).

et the couple present themselves before the min- the lady to the left of the gentleman.

e minister shall say:

are gathered together in the sight of God and in presence of these witnesses, to join together N. and s husband and wife. The institution of marriage is al with the family of man. God saw that it was good for man to be alone even in paradise and ed and gave to him woman, that she might be a meet for him." This union, like that of the body oul, is only to be severed by the hand of death.

e the minister may say:

any person knows any just cause or impediment these persons should not be joined in marriage, let same now speak or forever keep silent.

o impediment being alleged, the minister, address- the persons to be married, shall further say:

ming it sufficient to refer you to the Holy Scrip- concerning the duties you will owe henceforth to other, I will receive your mutual plighted faith, t seal your marriage vows.

o the man:

I. Will you have this woman to be your wedded e, to live with her after God's ordinance; will you honor, comfort, and cherish her, in health and in ness, in prosperity and adversity, and forsaking all s, keep yourself to her only, so long as you both live? If so, answer, "I will."

o the woman:

N. Will you have this man to be your wedded hus-

band, to live with him after God's ordinance; will you love, honor, comfort, and cherish him, in health and in sickness, in prosperity and adversity, and forsaking all others, keep yourself unto him only, so long as you both shall live? If so, answer, "I will."

The minister shall then join their right hands, and placing his right hand upon theirs, shall say:

What therefore God hath joined together, let no man put asunder. Inasmuch as you have consented together in marriage, and have declared the same before God and in the presence of these witnesses, I pronounce you husband and wife, in the name of the Father, and of the Son, and of the Holy Spirit. Amen.

Prayer by the minister.

The minister and friends will then offer congratulations.

MARRIAGE CEREMONY WITH RING—(FORM II).

Dearly beloved, we are here in the sight of God, and in the presence of these witnesses, to unite these two persons [here give the names] in holy marriage. They have passed satisfactorily the tests and requirements of the family, of the state, and of the church, and now stand unchallenged in this presence to be admitted into the holy estate commanded by the Word of God to be had in honor among all men.

It is becoming that this marriage relation be entered into discreetly, reverently, advisedly, soberly, and in the fear of God. I, therefore, a minister of the blessed gospel, entreat you both to seek the help of God in this moment, and in all your privileges and duties, that his love and grace may make your union fruitful of comfort and usefulness, and a furtherance of your salvation and everlasting life.

To the man, giving the name:

Do you take this woman before God and these witnesses to be your wife? If so, answer, "I do."

Do you promise to love and honor her, defend, support and comfort her, in joy and in sorrow, in health and in sickness, in prosperity and adversity? If so, answer, "I do."

Will you be faithful to her in all things, and endeavor to be a good husband to her so long as you both shall live? If so, answer, "I will."

To the woman, giving the name:

Do you take this man, before God and these witnesses, to be your husband? If so, answer, "I do."

Do you promise to love, honor, and comfort him, in joy and in sorrow, in health and in sickness, in prosperity and adversity? If so, answer, "I do."

Will you be faithful to him in all things, and endeavor to be a good wife to him so long as you both shall live? If so, answer, "I will."

The minister shall say to the man:

What token and pledge do you offer that you will faithfully perform these covenant vows?

The man shows the ring, holding it in his right hand, and answers:

This ring.

The minister shall say to the woman:

Do you accept this ring in token of the same covenant upon your part? If so, answer, "I do."

Then the man, the minister guiding his right hand, shall place the ring on the third finger of her left hand, and the minister shall say:

Let us pray.

He may offer an extempore prayer, or use the following:

Our Father, who art in heaven, thou hast observed the promises of these thy servants now made to each other. We entreat thee to unite their hearts and lives in the bond of a true and abiding affection, that they may share all the blessings of a happy marriage. May their lives be preserved from evil, and their love know no doubt, but grow in purity and sweetness with the number of their years. Bestow upon them the Holy Spirit and true heavenly wisdom, that they may be preserved from all things which might destroy the happiness of this holy estate. Enable them by thy grace to live together according to thy holy will, and may they at last enter into eternal life and fellowship with thy saints in the kingdom of Jesus Christ our Lord. Amen.

Then shall the minister request them to join their right hands; the minister, laying his right hand upon theirs. shall say to them:

Inasmuch as you have covenanted together in these sacred bonds, and have witnessed the same by this token, I pronounce you husband and wife, in the name of the

Father, and of the Son, and of the Holy Spirit. Amen.

What therefore God hath joined together let no man put asunder.

"Jehovah bless thee, and keep thee: Jehovah make his face to shine upon thee, and be gracious unto thee: Jehovah lift up his countenance upon thee, and give thee peace." Amen.

MARRIAGE CEREMONY—(FORM III).

We have met in the sight of God and in the presence of these witnesses to unite in matrimony, Mr. ———— and Miss (or Mrs.) ————. This is a holy estate, instituted by the Creator at the beginning of the human race, analagous to the mystical union between Christ and the church—Christ being the bridegroom and the church the bride. Paul, the great apostle, declared marriage to be honorable among men, and Christ graced the wedding at Cana with his presence and his first miracle. This sacred relation is to be entered into soberly, discreetly, reverently, and in the fear of God.

If anyone can show just reason why these two persons may not lawfully be joined together, let him now speak or hereafter hold his peace.

Addressing the persons to be married the minister shall say:

I require of both that if either of you knows any reason or objection why you may not lawfully be united in matrimony, you do now make it known; for otherwise your marriage will be invalid.

Further addressing the candidates he shall say:

M————————, do you take this woman to be your wedded wife, to live with her according to God's ordinance? Do you promise to love her, honor, comfort and keep her, in health and in sickness, in prosperity and in adversity, and forsaking all others, cleave unto her only, so long as you live? If so, answer, "I do."

N————————, do you take this man to be your wedded husband, to live with him according to God's ordinance? Do you promise to love him, honor, comfort and help him, in health and in sickness, in prosperity and in adversity, and forsaking all others, cleave unto him only, so long as you live? If so, answer, "I do."

The minister shall now cause the persons to join

their right hands and have the man repeat after him the following words:

I, [he speaks his name], take thee, [the woman's name], to be my wedded wife, to have and to hold, from this time forward, for better, for worse; for richer, for poorer; in health and in sickness, to cherish and to love until death do us part, according to God's holy ordinance; and to this I do plight thee my faith.

Then the woman shall repeat after the minister the following:

I, [speaks her own name], take thee, [the man's name], to be my wedded husband, to have and to hold from this time forward, for better, for worse; for richer, for poorer; in health, and in sickness, to cherish and to love until death do us part, according to God's holy ordinance; and to this I do plight thee my faith.

If the persons desire the ring feature, the minister shall say to the man:

What token and pledge do you offer that you will faithfully fulfill these vows?

The parties let go of hands.

The man shows the ring, holding it in his right hand, and answers:

This ring.

The minister shall say to the woman:

Do you accept this ring in token of the same covenant upon your part? If so, answer, "I do."

Then the minister, guiding the man's right hand, shall cause the ring to be placed on the third finger of the lady's left hand; as he does so the man shall say, repeating after the minister:

With this ring I do thee wed and with my worldly goods I do thee endow, in the name of the Father, Son, and Holy Spirit.

If the woman also wishes to bestow a ring, the minister shall say to her:

What token and pledge do you offer that you will faithfully fulfill these vows?

She shall show the ring and shall say:

This ring.

Then the minister shall say to the man:

Do you accept this ring in token of the same covenant?

The man shall say:

I do.

Then the minister shall guide the hand of the woman in placing it upon the third finger of the man's left hand. The woman shall say, repeating after the minister:

With this ring I do thee wed and with my worldly goods I do thee endow, in the name of the Father, Son, and Holy Spirit.

The minister shall now require the parties again to join their right hands. With his right hand resting on theirs, he shall say:

Inasmuch as [here he pronounces the man's name] and [here he pronounces the woman's name] have covenanted together in holy marriage before God and these persons present, and have pledged their faith each to the other, and have declared the same by the exchange of rings [or the gift and acceptance of a ring] and the joining of hands, I do now pronounce them to be husband and wife, in the name of the Father and of the Son and of the Holy Spirit. Those whom God hath joined together let no man put asunder.

The minister shall next pronounce this blessing upon the couple:

"Jehovah bless thee and keep thee; Jehovah make his face to shine upon thee and be gracious unto thee; Jehovah lift up his countenance upon thee and give thee peace."

The ceremony shall close with prayer by the minister.

Section XIV

BURIAL OF THE DEAD.

After the casket is lowered into the grave, the minister shall repeat the following:

"Man that is born of a woman is of few days and full of trouble. He cometh forth like a flower, and is cut down: he fleeth also as a shadow, and continueth not." "Jehovah, make me to know mine end, and the measure of my days, what it is; that I may know how frail I am."

In the midst of life we are in death; unto whom should we seek for succor but unto thee, O Lord, who for our sins are justly displeased? Our hope is in thy Son Jesus Christ, who hath said, "I am the resurrection

and the life; he that believeth on me, though he were dead, yet shall he live: and whosoever liveth and believeth on me shall never die." "For we know that if the earthly house of our tabernacle were dissolved, we have a building from God, a house not made with hands, eternal in the heavens."

"And I heard a voice from heaven, saying, Write. Blessed are the dead who die in the Lord from henceforth: Yea, saith the Spirit, that they may rest from their labors; for their works follow with them."

"There shall be no more death, neither sorrow, nor crying, neither shall there be any more pain: for the former things are passed away."

Inasmuch as the soul of our brother [or sister] has passed out of time into eternity, we commit his [or her] body to the ground, earth to earth, ashes to ashes, dust to dust, in the confident hope of the resurrection of the just through our Lord Jesus Christ.

Benediction.

SECTION XV

LORD'S PRAYER—APOSTLES' CREED.

In case the Lord's Prayer or Apostles' Creed be used in any of our services, the following forms are recommended:

The Lord's Prayer.

Our Father who art in heaven, Hallowed be thy name. Thy kingdom come. Thy will be done on earth, as it is in heaven. Give us this day our daily bread. And forgive us our debts as we forgive our debtors. And lead us not into temptation, but deliver us from evil: For thine is the kingdom, and the power, and the glory, for ever. Amen.

The Apostles' Creed.

I believe in God, the Father Almighty, maker of heaven and earth.

And in Jesus Christ, his only Son our Lord; who was conceived by the Holy Spirit; born of the Virgin Mary; suffered under Pontius Pilate; was crucified, dead, and buried; he descended into hades; the third day he arose

from the dead; he ascended into heaven; and sitteth on the right hand of God the Father Almighty; from thence he will come to judge the living and the dead.

I believe in the Holy Spirit; the holy catholic church; the communion of saints; the forgiveness of sins; the resurrection of the dead; and the life everlasting. Amen.

CHAPTER XXX

Forms.

Section I

CERTIFICATES.

1. *Certificate of Recommendation.*

This is to certify that ———— is a member in good standing of the Church of the United Brethren in Christ at ———— in the ———— conference, and is hereby recommended to the confidence and fellowship of Christians everywhere.

Date ———— ———— Pastor.

2. *Transfer of Members.*

This is to certify that ———— is a member in good standing in the Church of the United Brethren in Christ at ———— in the ———— conference, and at his (or her) request is hereby transferred to the Church of the United Brethren in Christ at ———— in the ———— conference.

Given by a vote of the official board at ———— this ———— day of ———— in the year of our Lord ————.

———— Pastor.

(*Note*—This certificate will be void after eighteen months from date.)

Transfer Acknowledged.

This is to certify that ———— has this day been received into membership of the Church of the United Brethren in Christ at ———— in the ———— conference, thereby terminating his (or her) membership in the church at ———— in the ———— conference.

Date ———— ———— Pastor.

(*Note*—The above certificate of acknowledgment should be returned promptly to the pastor of the church granting the transfer.)

3. *Certificate of Withdrawal.*

This is to certify that ———— has been until this date a member in good standing in the Church of the United Brethren in Christ at ———— in the ————

conference, and at his (or her) request is granted this letter of honorable withdrawal from the church by a vote of the official board.

Date ——— ——— Pastor.

SECTION II

LICENSES.

4. *Lay Minister's License.*

This is to certify that ——— is an approved lay minister in the Church of the United Brethren in Christ, so long as his conduct and doctrine are conformable to the gospel of Christ and the government of this church.

Given at a quarterly conference held at ——— in the ——— annual conference, this ——— day of ——— in the year of our Lord ———.

——— Conf. Supt.

(*Note*—This certificate is void after one year from date unless renewed.)

5. *Quarterly Conference Minister's License.*

This is to certify that ——— is an approved quarterly conference minister in the Church of the United Brethren in Christ, so long as his conduct and doctrine are conformable to the gospel of Christ and the government of this church.

Given at a quarterly conference held at ——— in the ——— annual conference, this ——— day of ——— in the year of our Lord ———.

——— Conf. Supt.

(*Note*—This certificate is void after one year from date unless renewed.)

6. *Permanent License for Quarterly Conference Minister.*

This is to certify that ——— has completed the course of study required, and is hereby granted a permanent license as a quarterly conference minister in the Church of the United Brethren in Christ, so long as his conduct and doctrine are conformable to the gospel of Christ and the government of this church.

Given at a quarterly conference held at ——— in the ——— annual conference, this ——— day of ——— in the year of our Lord ———.

——— Conf. Supt.

7. *Annual Conference Minister's License.*

This is to certify that ——— is an approved minister in the Church of the United Brethren in Christ, so long as his conduct and doctrine are conformable to the gospel of Christ and the government of this church.

Given at the ——— annual conference, held at ———, this ——— day of ——— in the year of our Lord ———.

Signed and sealed in behalf of said conference.

——— Bishop (Seal).

(*The reverse side of this license shall contain three blank transfers and one blank dismissal after the following forms*:)

Transfer.

This is to certify that ——— is by vote of the ——— conference transferred to the ——— conference of the Church of the United Brethren in Christ.

Date ——— ——— Bishop.

——— Secretary.

Dismissal.

This is to certify that ——— has been honorably dismissed from the ministry and Church of the United Brethren in Christ, by vote of the ——— annual conference.

Date ——— ——— Bishop.

——— Secretary.

8. *Certificate of Ordination.*

This is to certify that ——— is an approved minister in the Church of the United Brethren in Christ, so long as his conduct and doctrine are conformable to the gospel of Christ and the government of this church, and has been ordained to the office of an elder by the laying on of hands.

Given at the ——— annual conference, held at ———, this ——— day of ——— in the year of our Lord ———.

Signed and sealed in behalf of said conference.

——— Bishop (Seal).

9. *Minister's Certificate of Reception from Another Denomination.*

This is to certify that ——— has been admitted into ——— conference of the Church of the United Breth-

ren in Christ, he having been ordained to the office of an elder according to the usages of the ———— church, of which he has been a member and minister, and he is hereby authorized to exercise the functions pertaining to the ministry in the Church of the United Brethren in Christ, so long as his conduct and doctrine are conformable to the gospel of Christ and the government of this church.

Given at the ——— annual conference, held at ———, this ———— day of ———— in the year of our Lord ————.

Signed and sealed in behalf of said conference.

———— Bishop (Seal).

10. *Minister's Transfer.*

This is to certify that ———— is a ———— of the Church of the United Brethren in Christ belonging to ———— annual conference, and is hereby transferred to ———— conference of said church.

Given by a vote of the ———— annual conference, held at ———, this ——— day of ——— in the year of our Lord ————.

———— Bishop.
———— Secretary.

11. *License for Deaconess.*

This is to certify that ———— is an approved deaconess in the Church of the United Brethren in Christ, so long as her conduct and doctrine are conformable to the gospel of Christ and the government of this church.

Given at a quarterly conference held at ————, in the ——— annual conference, this ——— day of ——— in the year of our Lord ————.

———— Conf. Supt.

(*Note*—This certificate is void after one year from date unless renewed.)

12. *Permanent License for Deaconess.*

This is to certify that ———— is an approved deaconess in the Church of the United Brethren in Christ so long as her conduct and doctrine are conformable to the gospel of Christ and the government of this church, and has been consecrated to the office of deaconess by

the laying on of hands at ———, this ——— day of ——— in the year of our Lord ———.

——— Bishop.

SECTION III

BEQUESTS.

The following forms should be followed in making wills:

1. *Bequest to Foreign Missions.*

I give, devise, and bequeath to the Foreign Missionary Society of the United Brethren in Christ, organized by the General Conference of said church, May 20, 1853, and incorporated in Butler County, Ohio, September 23, 1854, and reorganized by the General Conference at Topeka, Kansas, May, 1905, the sum of ——— dollars; and the receipt of the treasurer of the society shall be a sufficient discharge thereof to my executors and administrators.

2. *Bequest to Home Missions.*

I give, devise, and bequeath to the Home Missionary Society of the United Brethren in Christ, organized by the General Conference of said church, May 20, 1853, and incorporated in Butler County, Ohio, September 23, 1854, and reorganized by the General Conference at Topeka, Kansas, May, 1905, the sum of ——— dollars; and the receipt of the treasurer of the society shall be a sufficient discharge thereof to my executors and administrators.

3. *Bequest to Church Erection.*

I give, devise, and bequeath to the Church Erection Society of the United Brethren in Christ the sum of ———dollars, to be invested according to the constitution of said society; and the receipt of the treasurer of the society shall be a sufficient discharge thereof to my executors and administrators.

4. *Women's Missionary Association.*

I give, devise, and bequeath to the Women's Missionary Association of the United Brethren in Christ, the

sum of ———————— dollars, to be applied to the purposes set forth in the Articles of Incorporation adopted March 28, 1890.

5. *Board of Education.*

I give, devise, and bequeath to the Board of Education of the Church of the United Brethren in Christ, organized by the authority of the General Conference of said church and incorporated in Montgomery County, Ohio, May 2, 1881, the sum of ———————— dollars, to be used for the purposes set forth in the Articles of Incorporation. The receipt of the treasurer of the said board shall be a sufficient discharge thereof to my executors and administrators.

6. *Bonebrake Theological Seminary.*

I give, devise, and bequeath to the Bonebrake Theological Seminary of the United Brethren in Christ, located at Dayton, Ohio, authorized by the General Conference of said church in Lebanon, Pennsylvania, May 2, 1869, and incorporated according to the laws of Ohio, the sum of ———————— dollars. The receipt of the business manager shall be a sufficient discharge thereof to my executors.

7. *Church Trustees.*

I give, devise, and bequeath to the trustees of the United Brethren in Christ, an incorporation located at Dayton, Ohio, for the Church of the United Brethren in Christ, the sum of ———————— dollars, to be applied as follows:

(Here state precisely the purpose for which the bequest is made, or say: "To be used at the discretion of said trustees to promote the cause of Christianity in said church.")

PART VIII

Special Legislation 1925-1929

CHAPTER XXXI

Spiritual Aims and Progress.

Section I

EVANGELISTIC AIMS.

1. It is the aim of the church to have all our membership see Jesus and crown him Lord of their minds and hearts and possessions. The church seeks divine power for its ministry and spiritual grace for its membership to the end that there may be brought into the church not less than 50,000 souls each year, or 200,000 during the four years.

2. Recognizing the leadership of the bishops in all denominational activities, they should be liberated from minor details in the denominational activities and be free to develop the spiritual and educational forces and to help in the organization of the spiritual activities in the different communities of their areas to the end that permanent church organizations may be established wherever needed. They should give to the church a well-defined spiritual program, calling every member of the church into active evangelistic service, in order that all United Brethren may do their full duty in winning the world to Jesus Christ.

3. In addition to the legitimate use of the vocational evangelist, major stress is placed on pastoral and personal evangelism, through special efforts, by constant visitation and personal contact and praying in the homes of the people, by recognizing and training the church membership for reaching the unsaved through personal evangelism, and by the distribution of helpful literature.

4. Sunday-school evangelism should be emphasized by aiming at personal enrichment and the committal of the pupil's life to God; one or more decision days should be observed each year.

5. Renewed emphasis is placed on family religion.

The cultivation and development of the spiritual life of the church membership calls for Bible study, the family altar, the cultivation of the prayer life, personal Christian service, and instruction and training in daily Christian living.

SECTION II

STEWARDSHIP.

1. The motive that must inspire a proper program of stewardship is a more abundant spiritual life in the members of the church. Certain principles need constant emphasis:

(1) God is the owner of all things.

(2) Man is a steward and must give an account of all.

(3) Divine ownership and human stewardship should be acknowledged and vitalized.

(4) Acknowledgment is made by setting aside for God's use regularly and conscientiously at least one-tenth of the income.

2. Each local church should seek to promote stewardship as follows:

(1) By appointing a stewardship chairman or secretary to cooperate with the pastor in giving information, and in seeking to enlist all the members to recognize God's ownership and their trusteeship.

(2) As new members are received into the church they declare their purpose to study to know their duty as Christian stewards; the stewardship chairman, with the pastor, should aid the new members in this study.

(3) Besides instruction in the Sunday school, Christian Endeavor, and other church meetings, a six-weeks' school should be conducted in every local church for the study of the principles of stewardship, and of the Christian's responsibility as a steward of God. Pastors are the key men, being divinely appointed leaders. The stewardship chairman, with a carefully chosen committee for the local church who will become leaders in developing in the members a high sense of stewardship, will be of inestimable value. The annual conferences and special sectional conferences should give training for leadership in the stewardship of money.

3. The last Sunday in October is to be observed as

Stewardship Day, with a goal of 50,000 tithing stewards by the end of this quadrennium.

4. The promotion of stewardship throughout the entire church during the quadrennium is one of the chief duties of the Board of Administration assigned to it by the General Conference.

Section III

PROMOTIONAL AGENCIES.

1. The Board of Administration (see Chapter XVI).

2. Publicity and promotion of the program of the church shall be carried on by the following methods:

(1) By the periodical literature of the church, and by special leaflets, posters, stereopticon slides, and lectures, as the Board of Administration and departments may deem necessary.

(2) By the annual conference administration and promotion council. The council of administration of the conferences shall bring together the promotion officers and superintendents recognized by the annual conference, such as the promoter of evangelism, the promoter of stewardship, the promoter of missionary education; the president of the branch Women's Missionary Association; the president of the conference Christian Endeavor union; president of the conference Sunday-school board; the college president; and other representatives of interests recognized by the conference. These shall plan properly to inform and train the church members in order that instructional processes may accompany the efforts to raise the money necessary for carrying forward the work of the church. A meeting of this promotion council may be held at the opening of the conference year; the promotion representatives may be used in district meetings throughout the year.

3. In the local church the following plans are recommended: The group study plan; religious reading plan, for which credit is given; the church night plan.

CHAPTER XXXII

Financial Plan of the Church.

Section I

TO MEET LOCAL CHURCH NEEDS.

1. The official board or quarterly conference shall arrange a budget for the current expenses of the local church, to include the pastor's salary, janitor hire, fuel and light, and all necessary expenses for the year.

2. A competent committee should be selected to give the necessary information to the members and make the annual canvass of all to meet in full the local budget. In many churches subscriptions are taken during the same canvass to provide for the benevolences as well as for the local budget.

3. The duties of stewards and treasurers are defined in Chapter V, Sections II and IV.

Section II

THE BENEVOLENCE FUNDS.

1. The benevolence budget of the church shall include the requirements of the annual conferences, colleges, home missions and church erection, foreign missions, board of education, the Bonebrake Theological Seminary, Sunday-school work, Christian Endeavor work, ministerial pension, administrative work, and such interdenominational and undenominational benevolence interests as are recognized by the General Conference. These constitute the benevolence quota which each church is asked to raise.

The homes and orphanages are not included in the budget, but are given Christmas offerings.

2. The General Conference recommends that after full information is given concerning the causes represented in the benevolence budget, an annual simultaneous every member canvass be conducted in all the churches to secure in full the apportionment each church is requested to provide.

3. Members of our churches are urged to contribute weekly for the support of the benevolence causes. Each

congregation should strive to send to its conference treasurer every month one-twelfth of its benevolence quota for the year.

4. At the close of each month the treasurer of the benevolences of each local church shall make out his report of receipts for the month, and transmit the same to the conference treasurer not later than the third day of the ensuing month. The conference treasurer shall report to the general church treasurer on the fifth of each month.

5. Gifts specifically designated for special causes shall not apply on the budget quota of the local church, but shall be received by the general treasurer and applied to the causes for which they were given as over and above the allotment made for said causes; except in such cases where a local church, prior to the action of the General Conference of 1925, has given support to a missionary or has supported other specially designated interests, and where because of such previous relationship it is deemed necessary and wise to continue such support; provided, however, that the total amount of such gifts be not changed. Nothing in this item shall be construed as preventing local churches where they are unable to reach their full quotas by the process of personal pledges from having special days devoted to certain causes, at which times offerings may be lifted to supplement the personal pledges, to be applied on the budget subject to the same distribution as personal pledges.

6. Special gifts are of two kinds—individual special gifts and group special gifts.

(1) Individual special gifts are gifts made by individuals and designated to be used for the support of any specified cause according to the wish of the giver. Such gifts may be paid to the local church treasurer, who in turn shall transmit the same to the conference treasurer with instructions to send to the general treasurer with full instructions as to how the donor wishes his gift applied; or the donor may send his gift direct to the agency for which it is designated and such agency shall receipt the local church treasurer, indicating the amount and purpose of the gift so that the item may appear in the pastor's chart report and pass regularly through the conference treasurer's books, but it may not

be credited on the budget of the local church or conference.

(2) Group special gifts are gifts made up by the combined contribution of any group of individuals, such as classes, societies, or congregations, in the designation of which all the persons contributing to the fund shall concur. Such gifts may be paid as described in the paragraph on individual special gifts. It shall be deemed improper, therefore, for quarterly conferences, official boards, boards of trustees, executive committees, or other managing boards, to designate funds in their hands to special uses, unless all the contributors to such funds concur.

(3) Churches after they have met their budget quotas should be encouraged to make special gifts for the various causes in order that funds may be available for their advance work.

7. In view of the pressing needs of the world the Board of Administration is instructed to seek to marshall and correlate every department and agency of the church to promote the kingdom of Christ throughout the quadrennium.

PART IX

Officers and General Boards

General Officers.—The bishops: W. M. Bell, H. H. Fout, W. H. Washinger, A. R. Clippinger, A. B. Statton, W. M. Weekley, *emeritus*, C. J. Kephart, *emeritus;* W. R. Funk, publishing agent; J. M. Phillippi, editor Religious Telescope; W. E. Snyder, associate editor; H. F. Shupe, editor Watchword; W. O. Fries, editor Sunday-school literature; J. W. Owen, associate editor; Elmer E. Ullrich, general church treasurer; S. S. Hough, secretary board of administration; W. E. Schell, secretary board of education; A. C. Siddall, business manager Bonebrake Theological Seminary; C. W. Brewbaker, secretary Sunday school and Brotherhood work; O. T. Deever, secretary Christian Endeavor work; P. M. Camp, secretary home mission and church erection society; S. G. Ziegler, secretary foreign missionary society; Mrs. L. R. Harford, president women's missionary association; Miss Alice E. Bell, secretary-treasurer women's missionary association; Miss Matilda Weber, editor Evangel.

Board of Church Trustees.—Rev. A. R. Ayres, Rev. B. F. Daugherty, Rev. R. A. Powell, Charles J. Hall, L. O. Miller, E. S. Neuding (Term expires 1929); Rev. W. H. Arbogast, Rev. C. E. Pilgrim, Rev. E. F. Wegner, C. O. Bender, W. H. Cassell, C. F. Luckhart (Term expires 1933).

Board of Trustees, United Brethren Publishing House.—Rev. J. A. Lyter, H. E. Myers, A. S. Kreider, G. A. Lambert, A. A. Maysilles (Term expires 1929); Rev. P. M. Camp, Rev. A. W. Drury, Rev. R. A. Powell, Jay M. Cogan (Term expires 1933).

Board of Administration.—The active bishops, *ex officio; East District*: Rev. S. C. Enck; Rev. J. S. Fulton, J. R. Engle (Term expires 1929); Rev. R. S. Showers, W. N. McFaul, J. H. Ruebush (Term expires 1933); *Central District*: Rev. J. H. Dutton, Rev. J. H. Harris, H. M. Whitcraft (Term expires 1929); Rev. J. S. Kendall,

J. M. Cogan, H. E. Myers (Term expires 1933); *Northwest District;* Rev. W. L. Perkins, C. L. Raymond (Term expires 1929); Rev. J. B. Parsons, I. J. Good (Term expires 1933); *Southwest District*: Rev. W. O. Jones (Term expires 1929); J. W. Harrison (Term expires 1933); *Pacific District*: Rev. L. S. Woodruff, G. W. Sycks (Term expires 1933).

Board of Control: *Sunday School, Brotherhood, Christian Endeavor.*—Bishop A. R. Clippinger; W. R. Funk, publishing agent; W. O. Fries and J. W. Owen, editors Sunday-school literature; H. F. Shupe, editor Watchword, *ex officio;* Rev. S. C. Enck, Rev. F. B. Plummer, E. F. Crites, W. H. Hodges, C. C. Rose (Term expires 1929); Rev. W. G. Fulton, Rev. W. A. Weber, H. C. Cridland, V. H. Miller (Term expires 1933).

Board of Education.—The active bishops, the presidents of our colleges, the president of the Bonebrake Theological Seminary, *ex officio;* Bishop C. J. Kephart, Rev. M. B. Leach, J. P. West (Term expires 1929); Rev. H. E. Miller, Rev. C. V. Priddle, H. H. Baish (Term expires 1933).

Board of Trustees, the Bonebrake Theological Seminary.—The active bishops, *ex officio;* Rev. G. D. Batdorf, Rev. S. F. Daugherty, Rev. C. B. Fletcher, Rev. J. H. Harris, Rev. S. E. Long, Rev. Ira D. Warner, E. N. Funkhouser, C. J. Hall, A. A. Maysilles (Term expires 1929); Rev. F. L. Dennis, Rev. W. O. Fries, Rev. W. T. Frank, Rev. L. W. Lutz (Term expires 1933).

Board of Home Missions and Church Erection.—The active bishops, general secretary P. M. Camp, *ex officio;* Rev. G. W. Bonebrake, Rev. A. B. Cox, Rev. C. E. Pilgrim, Rev. E. H. Shuey, Roland Arford, Guy Bennett, H. D. Thomas (Term expires 1929); Rev. R. R. Butterwick, Rev. J. D. Good, Rev. J. W. Lake, W. A. Gilbert, N. P. Johnson, I. R. Renner, L. A. Rider (Term expires 1933); Mrs. H. V. Anderson, Mrs. O. E. Knepp, Mrs. J. M. Knight.

Board of Foreign Missions.—Bishop W. M. Bell; Rev. W. F. Gruver, J. H. Ruebush, S. C. Caldwell (Term expires 1929); Rev. S. F. Daugherty, Rev. J. R. King, G. A. Lambert (Term expires 1933); Mrs. C. W. Brewbaker, Mrs. J. R. Engle, Mrs. E. M. Hursh.

Board of Trustees, Women's Missionary Association.—*Resident*: Mrs. C. W. Brewbaker, Miss Florence Clippinger, Mrs. J. E. Fout, Mrs. S. S. Hough, Mrs. A. T. Howard, Mrs. J. B. Showers; *East District*: Mrs. J. R. Engle, Mrs. Albert Keister, Mrs. J. M. Knight; *Central District*: Mrs. H. V. Anderson, Mrs. E. M. Hursh, Mrs. O. E. Knepp; *West District*: Mrs. L. R. Harford, Mrs. L. S. Woodruff.

Board of Trustees, Quincy Orphanage and Home.—Bishop W. M. Bell; Rev. J. S. Fulton, Rev. H. M. Miller, Rev. E. G. Sawyer, Rev. R. S. Showers, J. E. Cassler (Term expires 1929); Rev. S. C. Enck, Rev. J. E. Kleffman, Rev. A. B. Statton, G. C. Snyder, J. Blackburn Ware (Term expires 1933); B. H. Gruver, M. K. Light, J. H. Ruebush, M. L. Weekley, George A. Wolf (Term expires 1937).

Board of Trustees, Otterbein Home.—Bishop H. H. Fout, Bishop W. M. Weekley, Rev. M. R. Ballinger, Rev. J. E. Shannon, J. M. Cox, F. H. Rike (Term expires 1929); Bishop A. R. Clippinger, Rev. J. H. Dutton, Rev. W. L. Perkins, Rev. J. M. Phillippi, J. M. Cogan (Term expires 1933); Rev. W. R. Funk, Charles Minnich, C. L. Raymond, C. M. Wagner, L. C. Weimer (Term expires 1937).

Board of Trustees, Colonel R. M. Baker Home.—Mark Keppel, president; W. G. Tanner, secretary; Bishop Wm. H. Washinger, Rev. L. L. Epley, Rev. J. L. Parks, C. E. Coe, T. E. Hughes, S. A. Middagh, L. F. Stephens.

Commissions and Standing Committees.

Commission on Temperance and Prohibition.—Rev. H. H. Russel, Rev. B. F. Daugherty, Rev. W. I. Underwood, Rev. W. L. Perkins, Rev. G. W. Emerson, Rev. W. A. Nicoles, Homer B. Kline, S. P. Mathews, J. S. Kirkpatrick, T. E. Hughes.

Commission on Social Advance.—Bishop W. M. Bell, R. D. Funkhouser, H. H. Baish, J. Blackburn Ware, Mark Keppel.

Commission on Federation and Church Union.—The board of bishops; Rev. W. R. Funk, Rev. G. E. McDonald, Rev. J. H. Harris, J. H. Shannon, J. R. Engle.

Commission on Conservation of Church Membership.—Rev. J. A. Lyter, Rev. J. W. Lake, Rev. J. H. Harris, Rev. F. M. Testerman, Rev. G. E. McDonald.

Committee on Recruiting and Training of Ministers.—Pres. A. T. Howard, Rev. J. M. Phillippi, Rev. H. F. Shupe.

Committee on Ministerial Pension Plan.—Bishop W. M. Bell, Rev. J. S. Fulton, Rev. S. C. Enck, J. R. Engle, H. H. Baish, manager.

Committee on Transportation.—Bishop W. M. Bell, Bishop W. H. Washinger, Rev. P. M. Camp.

Committee on Stewardship.—Bishop A. B. Statton, Rev. J. H. Dutton, Rev. S. C. Enck, Rev. J. S. Kendall, C. L. Raymond, G. W. Sycks, H. E. Myers.

Committee on Sunday-school Lesson Courses—Rev. W. O. Fries, Rev. J. W. Owen, Rev. W. R. Funk, Rev. C. W. Brewbaker, Pres. W. G. Clippinger.

Committee on Combination of Boards.—Bishop W. M. Bell, Rev. A. C. Siddall, Rev. S. S. Hough, Rev. W. R. Funk, Rev. J. W. Owen.

Committee on Arrangements for Next General Conference.—The board of bishops and the trustees of the United Brethren Publishing House.

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